

**Berkeley Library Board of Trustees
Monthly Meeting Minutes
June 18, 2014**

Roll Call and Declaration of Quorum

President Janet Eldred called the meeting to order on Wednesday, June 18th at 6:32pm.
Present: Willie Ashford, Janet Eldred, David Kasa, Angela Villafana, Lenora Berendt. Jerry Brown arrived at 6:33pm

Acknowledgement of Audience

Four members of the audience present. Maureen Stolle inquired as to what the \$26,000 (item 6b. on agenda) is referring to. Board explained it is the regular monthly ordinance. Esther Marrero asked what was being done about getting an ADA ramp in front of library as it is an issue for the patrons. ADA ramp cannot be installed in front (on Taft) because IDOT does not recommend placing due to ramp not leading to another ramp. Kate Jelinski, Graduate Practicum Student, commented that Berkeley has a great library. Sonia Stetkus, Technical Services Coordinator. Director Berendt acknowledged Sonia's 30 years of service. Sonia praised library's vision and progress.

Approval of Agenda

Move that the Berkeley Public Library Board of Trustees accept the June 18th, 2014 Meeting Agenda as presented.

Trustee Brown suggested item 7d (Old Business) Banking options be moved to top of agenda to accommodate presenter. Item 7e (Old Business) Trustee applicant is moved to 7b to accommodate applicant. Noted that details of staff salaries are missing from the packet.

Motioned by: Willie Ashford

Seconded by: Angela Villafana

Voice approval vote. Ayes: Willie Ashford, Janet Eldred, David Kasa, Angela Villafana.
Present: Jerry Brown

Acceptance of May 14th Annual Meeting Minutes

Move that the Berkeley Public Library Board of Trustees approve the May 14th 2014 Annual Meeting Minutes as presented.

Motioned by: Willie Ashford

Seconded by: David Kasa

Voice approval vote. Ayes: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa, Angela Villafana

Acceptance of May 14th Regular Meeting Minutes

Move that the Berkeley Public Library Board of Trustees approve the May 14th 2014 Regular meeting minutes as presented.

Motioned by: Willie Ashford

Seconded by: David Kasa

Voice approval vote. Ayes: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa, Angela Villafana

Director's Report

Ceiling tiles were replaced due to rain damage, however, leakage is back. Repairs will need to be done one to two years down the road. The roof replacement and gutter replacement topic is to be added to July 2014 monthly meeting agenda. Isabelle LaBarbera resigned as bookkeeper.

Financial Report

Reviewed Claim Ordinance #483. Janet Eldred recommended that on the budget, "Anticipated Revenues" be listed under "Budget" instead of a "zero". Director also commented "Grant" needs to be entered on the Grant line item as well.

Motion made to approve Claim Ordinance #483.

Move that the Berkeley Public Library Board of Trustees approve the Claim Ordinance #483 in the amount of \$26,475.04 and accept the Financial Reports as presented.

Trustee Brown inquired about the cost of State Industrial Products costly products. Trustee Brown will seek other options.

Motioned by: Willie Ashford

Seconded by: Angela Villafana

Roll call vote. Ayes: Willie Ashford, Janet Eldred, David Kasa, Angela Villafana. Present-Jerry Brown

Old Business

a. Collection Development Policy.

Move that the Berkeley Public Library Board of Trustees accept the Collection Development Policy as presented.

Motioned by: Willie Ashford

Seconded by: David Kasa

Voice approval vote. Ayes: Willie Ashford, Janet Eldred, David Kasa, Angela Villafana.

Abstain: Jerry Brown.

b. Banking Options (item d moved to item b) Zach Snyder from Chase Bank made presentation for new banking option for Berkeley Public Library account(s). Chase Bank offered several different types of programs and options along with different security levels for on-line banking. Presentation ended at 7:27pm. Board of Trustees discussion continued which included bank fees, and service issues. Director Berendt reminded the Board that Republic Bank is not responsive and has continual service issues.

Among options compared were Charter One (fees involved), Inland Bank (security levels not in place) and Chase Bank (security levels, locations and no fees). Trustee Brown requested follow up on interest rate earned on monies in the account in comparison to Republic Bank. What is to be done with the interest may be discussed in July board meeting. Trustee Brown goes on record that exact interest rate with Chase should be confirmed prior to making decision.

Move to change banks from Republic Bank to Chase Bank.

Motioned by: Willie Ashford

Seconded by: Angela Villafana

Voice Approval vote. Ayes: Willie Ashford, Janet Eldred, David Kasa, Angela Villafana. Nays: Jerry Brown

c. Parking Lot – Facilities Committee

*Trustee Villafana referred to an email received from IDOT regarding the ADA ramp desired at the front of Berkeley Public Library and also if permit needed for the apron of the lot due to it being on Taft Ave which is a state road. Pedestrian Engineer will not recommend the ADA ramp as it does not lead to another ramp.

*Discussion to retain Civiltech for only certain items per their 4/8/14 proposal. Task #3 Project Administration, Coordination and Permits approx. \$1,200, Item 3 Topographic Survey approx. \$2,500.

*Trustee Villafana recommended asphalt over concrete due to \$30,000 cost difference.

Move to resurface the parking lot in asphalt

Motioned by: Jerry Brown

Seconded by: Willie Ashford

Voice approval vote. Ayes: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa, Angela Villafana.

Move to approve to retain Civiltech referring to 4/8/14 proposal for item 3 Project administration, coordination and permits \$1,200 and Item 3 – Survey by compass surveying Design topographic survey \$2,500 for the sum of \$3,700.00. Total not to exceed \$4000.00

Motioned by: Jerry Brown

Seconded by: Willie Ashford

Roll call vote. Ayes: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa, Angela Villafana

b. Staff Salary Increases moved to closed session

e. Trustee Applicant – Interview

Mr. Reginal Bulus interested in serving as Trustee for Berkeley Public Library Board. Mr. Bulus, Berkeley resident since 2004. Interested in serving community after becoming US citizen.

New business

a. Early closings on 7/3/14 & 11/26/14

Due to low attendance Director requests closing The Berkeley Public Library early at 5:00pm on those days.

Move to close library at 5:00pm on 7/3/14 and 11/26/14.

Motioned by: Jerry Brown

Seconded by: David Kasa

Voice approval vote. Ayes: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa, Angela Villafana

b. Serving Our Public 3.0: Chapter 7 – tabled for July 2014

c. Vincent Hayley correspondence – tabled for July 2014

Trustee Brown requests new items for July 2014 agenda: the additional information that was requested from Chase Bank, and increased cost of healthcare. Director Berendt stated that there has been no increase in health insurance premiums. President Eldred instructed Trustee Brown to email her with suggested agenda items.

Move that the Berkeley Public Library Board of Trustees Adjourn to closed session at 8:59pm

Motioned by: Willie Ashford

Seconded by: Angi Villafana

Voice approval vote. Ayes: Willie Ashford, Janet Eldred, David Kasa, Angela Villafana.

Present: Jerry Brown

Reconvene to Regular Session

President Eldred reconvened the meeting at 9:19pm

Roll Call and Declaration of Quorum

Present: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa, Angela Villafana, Lenora Berendt.

Move that the Berkeley Public Library Board of Trustees approve the May 14th 2014 Closed Session meeting minutes as presented.

Motioned by: Willie Ashford

Seconded by: David Kasa

Voice approval vote. Ayes: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa, Angela Villafana

Move to approve the candidate Reginal Bulus as new Berkeley Library Trustee

Motioned by: Willie Ashford

Seconded by: David Kasa

Voice approval vote. Ayes: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa, Angela Villafana

Motion to Adjourn Regular Board Meeting of June 18, 2014

Motioned by: Willie Ashford

Seconded by: Angela Villafana

Voice approval vote. Ayes: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa, Angela Villafana

Meeting adjourned by President Eldred at 9:22pm

Submitted by:

Angela Villafana

7/08/2014