

**Berkeley Library Board of Trustees
Monthly Meeting Minutes
March 18, 2015**

Roll Call and Declaration of Quorum

President Willie Ashford called the meeting to order on Wednesday, March 18th, 2015 at 7:03 pm.

Present: Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa, Angela Villafana, William Weed, Director Lenora Berendt & Isabel LaBarbera.

Acknowledgement of Audience

Maureen Stolle was the audience. She asked a question on the elevators that the Director answered.

Approval of Agenda

Move that the Berkeley Public Library Board of Trustees accept the March 18, 2015 Meeting Agenda.

Motioned by: William Weed

Seconded by: David Kasa

Voice approval vote. **Ayes:** Willie Ashford, Jerry Brown, David Kasa, Reginal Bulus, Angela Villafana, William Weed.

MOTION CARRIED

Move that the Berkeley Public Library Board of Trustees approve the minutes of the February 18, 2015 Meeting Minutes with the noted time correction.

Motioned by: Angela Villafana

Seconded by: William Weed

Voice approval vote. **Ayes:** Willie Ashford, Jerry Brown, Angela Villafana, William Weed.

Abstain: David Kasa, Reginal Bulus.

MOTION CARRIED

Director's Report

Director Berendt brought the Donor Account that has been sitting inactive for quite some time. The Trustees discussed the account. Isabel will research the use of Donor accounts with other libraries.

Financial Reports

Reviewed Claim Ordinance #492. The Director noted the Roof repairs were included. Trustee Brown inquired to Technology Services invoices. This was discussed by the Board. The issue of the Library having two credit card accounts was discussed. The additional reports added by Isabel LaBarbera were discussed. The Illinois Funds and Operating Accounts were discussed. The Director will check with Illinois Funds as to the signers of the account and how to add more signers. The transfer of funds between the two accounts was discussed.

Motion made to approve Claim Ordinance #492.

Move that the Berkeley Public Library Board of Trustees approve the Claim Ordinance #492 in the amount of \$25,745.07 and accept the Financial Reports as presented.

Motioned by: Angela Villafana

Seconded by: David Kasa

Roll Call vote: **Ayes:** Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa, Angela Villafana, William Weed.

MOTION CARRIED

Reviewed Claim Ordinance #491. Trustee Brown inquired to ACT invoices. This was discussed by the Board.

Move that the Berkeley Public Library Board of Trustees approve the corrected financial reports for Claim Ordinance #491.

Motioned by: Angela Villafana

Seconded by: William Weed

Roll Call vote: **Ayes:** Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa, Angela Villafana, William Weed.

MOTION CARRIED

Old Business

a. **2015 Budget Amendment.** This had been previously discussed and the Board decided not to proceed.

b. **2016 Draft Budget.** This was discussed in the Finance Committee.

Move that the Berkeley Public Library Board of Trustees read the revised 2016 Budget presented by the Director in the amount of \$401,000 into the record.

Motioned by: William Weed

Seconded by: David Kasa

Roll Call vote: **Ayes:** Willie Ashford, Reginal Bulus, David Kasa, Angela Villafana, William Weed.

Abstain: Jerry Brown

MOTION CARRIED

c. **Audit Update.** The Director stated that Wolf & Company rescinded the extra billing on the audit for a second time. The errors previously noted were not being corrected by Wolf. Wolf informed the Director that the Library needed to update the Audit with the State.

d. **Online Banking.** The Director stated Republic Bank sent over new signatory cards for the Trustees to sign. Trustee Kasa is the only one not to sign due to the fact of being out of the country. That issue will be taken care of.

New Business

a. **McClure, Inserra & Co. audit proposal (FY15)**

The Director presented a proposal for the next Audit from this company. There was discussion on the proposal. Trustee Brown wanted to get competitive bids for a three year contract from different companies. The Board discussed the proposal on the three year bid.

Move that the Berkeley Public Library obtain competitive bids for 3 years on the Audit using the Villa Park template.

Motioned by: Jerry Brown

Seconded by: Angela Villafana

Roll Call vote: **Ayes:** Jerry Brown

Nays: Willie Ashford, Reginal Bulus, David Kasa, Angela Villafana, William Weed.

MOTION FAILED

Move that the Berkeley Public Library obtain competitive bids for 1 year on the Audit using the Villa Park template.

Motioned by: Reginal Bulus

Seconded by: Angela Villafana

Roll Call vote: **Ayes:** Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa, Angela Villafana, William Weed

MOTION CARRIED

- b. **State Chemical Solutions** The MSDS sheets were located correctly stored in the library
- c. **Roof replacement decision** The roof replacement will be carried over to next year unless a problem occurs.

Motion to adjourn to Closed Session at 8:15 pm.

Motioned by: Jerry Brown

Seconded by: Angela Villafana

Voice approval vote: Ayes: Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa, Angela Villafana, William Weed

Roll Call to Reconvene to Regular Session at 8:22 pm.

Present: Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa, Angela Villafana, William Weed

Motion to Adjourn Board Meeting of March 18, 2015 at 8:23 pm

Motioned by: Jerry Brown

Seconded by: Angela Villafana

Voice approval vote: **Ayes:** Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa, Angela Villafana, William Weed

MOTION CARRIED

Meeting adjourned by President Ashford at 8:23 pm.

William Weed

Secretary/Treasurer

02/23/2015