

**Berkeley Public Library Board of Trustees
Monthly Meeting Minutes
March 15, 2017
Open Session**

1. - Call to Order, Roll Call and Declaration of Quorum

President Villafana called the meeting to order on Wednesday, March 15, 2017, at 6:34 p.m.

Present: Trustees Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa and Angi Villafana.

Absent: Trustee Ida O’Neal

2. - Acknowledgment of Audience

Isabel La Barbera – No comment

3. - Approval for Agenda

@ 6:35 p.m. - **Move that the Berkeley Public Library Board of Trustees approve the Agenda , as presented.**

Motioned by: Willie Ashford

Seconded by: David Kasa

Ayes: 5

Nays: 0

Absent: Ida O’Neal

MOTION CARRIED

4. – Meeting Minutes

4(a) – February 15, Regular Board Meeting Minutes.

@ 6:42 p.m. – **Move to approve the February 15, 2017 Regular Board Meeting Minutes, as presented.**

Motioned by: Willie Ashford

Seconded by: David Kasa

Ayes: 4

Nays: 0

Present: 1 – J. Brown

Absent: Ida O’Neal

MOTION CARRIED

5. – Director and Library Reports

@ 6:43 p.m. – Interim Director Ryan Cox presented the Director and Library Reports to the Board.

6. Financial Reports

6(a) - Financial Reports & Approval of Claim Ordinance #516

Financial Reports were presented by Isabel La Barbera.

@ 6:48 p.m. - **Move that the Berkeley Public Library Board of Trustees approve Claim Ordinance #516 in the amount of \$20,978.55 and the Financial Reports, as presented.**

ROLL CALL VOTE

Motioned by: Willie Ashford

Seconded by: Reginal Bulus

Ayes: Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa and Angi Villafana

Nays: None

Absent: Ida O’Neal

MOTION CARRIED

7. – Old Business

7(a). – Resolution to Comply with the Government Travel Expense Control Act.

@7:14 p.m. – **Tabled until April 19, 2017 Board of Trustee Meeting – General Session.**

7(b). – General Policy Updates.

@ 7:15 p.m. – **Move that the Berkeley Public Library Board of Trustees accept the updated General Policies, as read into the record at the February 15, 2017 regular meeting.**

ROLL CALL VOTE

Motioned by: Willie Ashford

Seconded by: Reginal Bulus

Ayes: Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa and Angi Villafana

Nays: None

Absent: Ida O’Neal

MOTION CARRIED

8. New Business.

8(a) – Elevator Maintenance Contract. Interim Director Cox presented bids and

proposals, as received, for 2018 elevator maintenance. Discussion followed.

@ 7:26 p.m. – Move that the Board of Trustees accept the Elevator Maintenance Contract from Colley Elevator.

ROLL CALL VOTE

Motioned by: Jerry Brown

Seconded by: Willie Ashford

Ayes: Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa and Angi Villafana

Nays: None

Absent: Ida O’Neal

MOTION CARRIED

8(b) – Audit of FY2017 Financials – GASB 68.

Interim Director Ryan Cox and Treasurer, Reginal Bulus, each presented information received on GASB 68. Discussion followed.

@ 7:42 p.m. – Move that the Berkeley Public Library Board of Trustees obtain bids for the library’s 2017 audit and approve compliance with GASB 68 in FY 2017.

ROLL CALL VOTE.

Motioned by: Reginal Bulus

Seconded by: Willie Ashford

Ayes: Willie Ashford, Reginal Bulus, David Kasa and Angi Villafana

Nays: Jerry Brown

Absent: Ida O’Neal

MOTION CARRIED

@ 7:43 p.m. – Trustee Jerry Brown left the meeting.

8(c) – FY 2018 Board Meeting Dates.

@ 7:44 p.m. – Move that the Berkeley Public Library Board of Trustees approve FY2018 meeting dates, as presented.

Motioned by: Willie Ashford

Seconded by: Reginal Bulus

Ayes: 4

Nays: 0

Absent: Jerry Brown and Ida O’Neal

MOTION CARRIED

@ 7:47 p.m. – Trustee Jerry Brown returned to the meeting.

8(d) – Distribution of Addendum Materials for Trustees. President Angi Villafana explained procedure by which Trustees may distribute addendum materials to Board of Trustees. Should a Trustee have materials s/he wishes to distribute to the Board following preparation and circulation of the Agenda, relative to an approved matter only, this material is to be prepared by the Board member through his/her own efforts. The Director and library staff shall not be asked to prepare meeting materials for a Trustee.

8(e) – Meeting Minutes (Formatting). The board discussed proposed formatting changes to Meeting Minutes. Moving forward, a request has been made that roll call votes are noted, and inclusion of a “Submitted by” line for the Secretary.

@ 7:55PM – Trustee Ida O’Neal arrived.

9. Adjournment to Closed Session

@ 7:58 p.m. – **Move that the Berkeley Public Library Board of Trustees adjourn to Closed Session pursuant to 5ILCS 120/2(c)(1).**

Motioned by: Willie Ashford

Seconded by: Reginal Bulus

Ayes: 6

Nays: 0

MOTION CARRIED

Submitted by:

Willie Ashford, Secretary