

**Berkeley Public Library Board of Trustees
Monthly Meeting Minutes
Wednesday Oct 21, 2015
Open Session (1st Session)**

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

President Willie Ashford called the meeting to order on Wednesday Oct 21, 2015 at 6:30 pm.

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

Absent: None

2. - Acknowledgement of Audience

We did not have an audience at the time we went over this item in the agenda.

Sonia Stetkus arrived @ 6:55 pm

3. - Approval for Agenda

@ 6:31 pm: We discussed about the review of our minutes, the secretary will send draft minutes and give one week for any modification, if he did not receive any answer, the minute will considerate ready to get the approval for following monthly meeting.

@ 6:32 pm **Move that the Berkeley Public Library Board of Trustees approved the Agenda with changes on New Business; make item d & e first than any other item on the New Business Agenda section.**

Motioned by: Brown

MOTION NOT SECONDED, MOTION FAILED

@ 6:33 pm **Move that the Berkeley Public Library Board of Trustees approved the Agenda as present for Oct 21, 2016.**

Motioned by: Weed

Second by: Bulus

Yes: Ashford, Bulus, Kasa, Weed

Nays: Brown, Villafana

MOTION CARRIED

4. - Acceptance Board Meeting Minutes

@ 6:43 pm **Move that the Berkeley Public Library Board of Trustees accepts the Regular Board Meeting Minutes for June 17, 2015 with the changes.**

Motioned by: Villafana

Second by: Kasa

Yes: Ashford, Brown, Bulus, Kasa, Villafana, Weed

Nays: None

MOTION CARRIED

@ 6:45 pm: Trustee Villafana wants to review with all the board members the Director's goal. Trustee Weed said we need to set up metric goals to the library, build objective goals, and it can be done during open session. It was a general consensus that we would like the Library Review Goals to be on the next month Agenda.

@ 6:51 pm **Move that the Berkeley Public Library Board of Trustees accepts the Regular Board Meeting Minutes for Sept 16, 2015 as present.**

Motioned by: Villafana

Second by: Bulus

Yes: Ashford, Brown, Bulus, Kasa, Villafana, Weed

Nays: None

MOTION CARRIED

5. - Director Report

@ 6:52pm

It was questioned the Elevator Failed Inspection Report when we did work with the Elevator Company to fix some of its issues months ago. Director Lenora will contact the Elevator Company and questions about the Inspection result.

It was an open discussion about how the wireless printer got broken and how it was resolved.

It was another open discussion about our security software called "Deep Freeze", we are using it for a couple of years and we renewed it for 3 more years.

A couple of FOIA were received this month from various people, in addition to Jerry Brown's FOIA.

6. - Financial Report:

@ 7:11 pm: Director Lenora is evaluating a new Cleaning Services, the one we have it getting expensive , the Director will do some research.

Trustee Jerry would like to see the "Bank Account Report" be presented with the changes from this month over last month on the report.

@ 7:19 pm **Move that the Berkeley Public Library Board of Trustees keep the ORD reports as it is presented.**

Motioned by: Weed

Second by: Ashford

Yes: Ashford, Brown, Bulus, Kasa, Villafana, Weed

Nays: None

MOTION APPROVED

@ 7:20 pm **Move that the Berkeley Public Library Board of Trustees approve the Claim Ordinance #499 in the amount of \$26,047.22 and accept the Financial Reports as presented.**

Motioned by: Villafana

Second by: Weed

Yes: Ashford, Bulus, Kasa, Villafana, Weed

Nays: Brown

MOTION APPROVED

7.-Old Business

A) Illinois Funds > Republic Bank

@7:21 pm: Director Lenora informed the board that she needs some updated information from 4 trustees, because some of their information is expired: driver license, state ID, passport, to move forward with setting up the new bank account for the Illinois Funds transfer. These trustees need to go to Republic Bank or provide that information to Director Lenora, before the Bank can complete the process. After this process is completed, the Director will move forward with the credit collateral letter that we need.

New Business

a) Trustee Candidate Application Materials

@ 7:24 pm: We agreed to invite Ida O'Neal to our next monthly meeting for an interview.

b) Health Insurance: new Intergovernmental Agreement & By-Laws; Costs

@ 7:26 pm: The library insurance pool (LIMRiCC) agreed to go self-insured, and we need to understand the implications of this. Director Lenora suggested we invite a representative from Assurance Agency so that we can understand it. We will schedule a Special Meeting for Wednesday Nov 4 at 6:30 pm to discuss the health insurance changes, and the questions that we would like to be addressed are:

- What is our obligation (current and future)
- Consequences

- Cost

c) Library Trustee Continuing Education

@ 8:35 pm: We agreed to table this item for the next monthly meeting.

d) Attorney Services Policy

@ 8:40 pm **Motion proposed to read the ‘Attorney Services Policy’ into record to become part of our policy.**

Motioned by: Brown

MOTION NOT SECOND, MOTION FAILED

e) Board Packet Policy

@ 8:40 pm **Motion proposed to read the “Board Packet Policy” with the delete line into the record to become part of our policy.**

Motioned by: Brown

MOTION NOT SECOND, MOTION FAILED

@ 8:48 pm Angi Villafana left

@8:49 pm **Motion to go to Closed Session**

Motioned by: Weed

Second by: Bulus

Yes: Ashford, Brown, Bulus, Kasa, Weed

Nays: None

Absent: Villafana

Open Session (2nd Session)

@ 8:54 pm **Motion to approved the Sept 16, 2015 Closed Session Minute**

Motioned by: Weed

Second by: Bulus

Yes: Ashford, Brown, Bulus, Kasa, Weed

Nays: None

Absent: Villafana

MOTION CARRIED

@ 8:55 pm **Motion to approved the June 17, 2015 Closed Session Minute**

Motioned by: Weed

Second by: Kasa

Yes: Ashford, Brown, Bulus, Kasa, Weed

Nays: None

Absent: Villafana

MOTION CARRIED

@ 8:56 pm **Motion to adjourned the meeting at 8:56 pm**

Motioned by: Weed

Second by: Kasa

Yes: Ashford, Brown, Bulus, Kasa, Weed

Nays: None

Absent: Villafana

MOTION CARRIED

Reginal Bulus, Secretary
Oct 21, 2015