

Board Meeting
Minutes

January 10, 2007

The regular monthly meeting of the Board of Trustees of the Bellwood Public Library was called to order at 7:10 p.m. by Mr. Bryant (by phone) in the Large Meeting Room.

Attendance: Present Mr. Ireland, Mrs. Smith, Mr. Bryant (by phone), Rev. Dr. Saffo, Pastor Horton, Ms. Archibald and Ms. Grundler. Also in attendance were Anthony Oliver, Project Manager, Mrs. Wooten, Director, Chris Randall, Administrative Assistant and Tanya Reed (visitor).

A motion was made by Rev. Dr. Saffo, seconded by Ms. Grundler, to revise the consent agenda to allow Mr. Oliver to give his report first. All Ayes.

A motion was made by Rev. Dr. Saffo, seconded by Pastor Horton to move forward with plans to put the library's request to go district on the ballot. A roll call vote was taken.

AYES: 7: Mr. Ireland, Ms. Grundler, Mrs. Smith, Mr. Bryant, Rev. Dr. Saffo, Ms. Archibald and Pastor Horton

NAYS: 0

ABSENT:0

The motion carried by unanimous vote.

A motion was made by Mr. Ireland seconded by Rev. Dr. Saffo to move forward with plans to request funds for the new building on the ballot. A roll call vote was taken.

AYES: 7: Mr. Ireland, Ms. Grundler, Mrs. Smith, Mr. Bryant, Rev. Dr. Saffo, Ms. Archibald and Pastor Horton

NAYS: 0

ABSENT:0

The motion carried by unanimous vote.

A motion was made by Rev. Dr. Saffo seconded by Pastor Horton, to limit a trustee's conference trips to one per year, with the exception of Ms. Grundler and Jimmi, due to their membership in certain organizations within ALA that require them to attend more than one.

AYES: 4: Ms. Grundler, Mr. Bryant, Rev. Dr. Saffo and Pastor Horton

NAYS: 3: Mr. Ireland, Ms. Archibald and Mrs. Smith

ABSENT:0

The motion carried

The meeting was turned over to Rev. Dr. Saffo.

A motion was made by Mr. Ireland, seconded by Mrs. Smith, to revisit the number of trips per year issue.

AYES: 6: Ms. Grundler, Mr. Ireland, Ms. Archibald, Mrs. Smith, Rev. Dr. Saffo and Pastor Horton

NAYS: 0:

ABSENT:1: Mr. Bryant

The motion carried

Finance Committee Report:

A. Report of Bills # 638, #638-A, #638-B: The following reports of bills were submitted, copies of which are included as part of these minutes:

#638 in the amount of	\$ 43,638.12
#638-A in the amount of	\$ 61,429.40
#638-B in the amount of	\$ 73.11

TOTAL: \$105,140.63

A motion was made by Ms. Grundler, seconded by Ms. Smith, to accept bills #638, #638-A and #638-B, that they be submitted for payment, and that the Library Board Treasurer and Library Board Secretary be authorized to issue checks in payment of these bills, pending the receipt of the treasurer's report. A roll call vote was taken.

AYES: 6: Mr. Ireland, Ms. Grundler, Mrs. Smith, Ms. Archibald, Rev. Dr. Saffo and Pastor Horton

NAYS: 0

ABSENT:1: Mr. Bryant

The motion carried

Ms. Archibald reported that the 2006 audit has already been scheduled to begin the week of April 16, 2006

B. Transfer of Funds: An IPTIP transfer of \$100,000 was made on December 14, 2006.

C. Reinvestments: None.

Other Committee Reports:

A. Administration Committee: Pastor Horton reported that an electronic time clock is expected to be installed soon that will interface with the library's payroll system. This will allow for more accurate payroll accounting as well as providing a more expeditious process. Even though the library has an average of 28 employees, with the various levels of rates of pay and benefits, it has become a very cumbersome and time consuming process to complete.

B. Buildings and Grounds Committee: Pastor Horton reported that the security camera monitoring system is being updated since the old system had become virtually inoperable. In the event of a problem, it is very important to have a reliable system to make an accurate recording of the occurrence. This equipment is intended to add some security for the public as well as staff. Proposals will be sought for updating the book security system to prevent library materials from leaving the library without being properly checked out. Many of these updates had been on hold for the new library, but security issues must be addressed immediately.

C. Public Relations and Legislation: Ms. Grundler reported that the library has entered into a verbal agreement with Living Word Christian Academy to serve as an alternate site in case of an emergency requiring evacuation of that school. Principal Teresa Bryd-Smith made this request. All trustees interested in attending the 2007 ALA Conference in Washington, D.C. have been registered. However the dates have not been finalized. Trustees are urged to do so as soon as possible since hotels tend to fill up quickly, sometimes 3 or 4 months before the conference. For complete information please contact the ALA website at www.ala.org

D. Planning and Development Committee: None

E. Metropolitan Library System: Mrs. Smith reported that a disaster plan will be required for the 2007 per capita grant application. MLS is already planning workshops to assist libraries with this process.

New Business: None

Public Comment: None

Announcements: None

The next monthly Board Meeting of the Bellwood Public Library Board will be held on Wednesday, February 14, 2007 at 7:00 p.m.

Adjournment: A motion was made by Ms. Grundler, seconded by Ms. Archibald, to adjourn the meeting. Voice vote: all ayes.

Rev Dr. Saffo adjourned the meeting at 8:10 p.m.

Chris Randall, Recording Secretary