



Broadview Public Library District

Community-centered, world-focused learning in the heart of Broadview

THE BROADVIEW PUBLIC LIBRARY DISTRICT REGULAR BOARD MEETING MINUTES THURSDAY, MARCH 23, 2017, 7:00 PM

A Regular Board Meeting of The Broadview Public Library District Board of Trustees was held on Thursday, March 23, 2017. President Katrina Arnold presided over the meeting, also present was Vice-President Robert Jones, Secretary Marquetta Smith, Treasurer Eric Cummings and Director Keisha Hester. Trustees Judy Hargrett, David Upshaw and Katrina Thompson were absent. A quorum was present; the meeting was called to order at 7:00 pm.

Under *Approval of Minutes*,

The ***Thursday, February 23, 2017, 7:00 pm Regular Board Meeting Minutes*** were accepted as circulated.

Under *Officer Reports*,

Treasurer Eric Cummings summarized the February 2017 Expenditures. The Treasurer's report showed a balance on hand of \$92,285.02 with Payroll Expenditures totaling \$42,557.79 and Check Expenditures totaling \$49,727.23.

Under *New Business*,

Vice President Robert Jones motioned for approval of the FY2018 Budget & Appropriation for the BPLD and public posting of budget within 30 days. The motion was approved as read: ***Four (4) Ayes, Three (3) Absent.***

President Katrina Arnold motioned for approval of Resolutions 2017-01 thru 2017-05 to transfer the fund balances of the following accounts,

Resolution 2017-1 – Resolution to transfer from General Fund to IMRF Fund - \$90,000.

Resolution 2017-2 – Resolution to transfer from General Fund to FICA Fund - \$50,000.

Resolution 2017-3 – Resolution to transfer from General Fund to Special Reserve Fund - \$398,168.

Resolution 2017-4 – Resolution to transfer from General Fund to Capital Project Fund - \$1,700,000.

Resolution 2017-5 – Resolution to transfer from Special Res Fund to Capital Project Fund - \$1,300,000.

The motion was approved as read: **Four (4) Ayes, Three (3) Absent.**

President Katrina Arnold motioned for approval of the Fund Balance Policy which outlines the minimum balances that should be held in each of the BPLD major and non-major fund balances.

The motion was approved as read: **Four (4) Ayes, Three (3) Absent.**

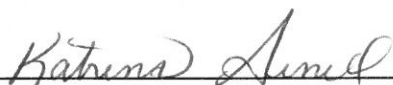
Vice President Robert Jones motioned for approval of the By-Law Updates in accordance with the ILCS75 15/16 Public Library District Act.

The motion was approved as read: **Four (4) Ayes, Three (3) Absent.**

Vice President Robert Jones motioned for approval of the employee/job description for the Instruction & Research Specialist III – Adults that was reviewed by The Management Association.

The motion was approved as read: **Four (4) Ayes, Three (3) Absent.**

President Katrina Arnold motioned to adjourn at 7:24 pm.



President, Katrina Arnold



Secretary, Marquetta Smith

3/23/17

Date

3/23/17

Approved Date