



# Broadview Public Library District

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

## Broadview Public Library District Regular Board Meeting Minutes Thursday, September 26, 2024 - 7:00 pm

A Regular Board Meeting of the Broadview Public Library District Board of Trustees was held on Thursday, September 26, 2024 at the Broadview Public Library District.

Trustees present for the meeting were:

Vice-President Willie Akins  
Secretary Myisha Owens – arrived 7:13 pm  
Trustee Stacy Bufford  
Treasurer Bradley Wooten - attended via Zoom video  
Trustee Venita Mendez

Trustees not present for the meeting were:

President David Upshaw  
Trustee Michael Ennis

A quorum was present and the meeting was called to order at 7:05 pm.

Approval of Agenda

Treasurer Bradley Wooten motioned to appoint Vice-President Willie Akins as President pro-tem for the September 26, 2024 Regular Board Meeting.

**Motion:** Approval of appointing Vice President Akins as President pro-tem for the September 26, 2024 Regular Board Meeting.

**Motioned by:** Treasurer Bradley Wooten and properly seconded.

**Roll Call Vote:** Ayes: 4      Nays: 0      Absent: 3      Abstain: 0

**Vote Result:** Motion carried

Trustee Stacy Bufford motioned to appoint Trustee Venita Mendez as Secretary pro-tem for the September 26, 2024 Regular Board Meeting.

**Motion:** Approval of appointing Trustee Venita Mendez as Secretary pro-tem for the September 26, 2024 Regular Board Meeting.

**Motioned by:** Stacy Bufford and properly seconded.

**Roll Call Vote:** Ayes: 3      Nays: 1      Absent: 3      Abstain: 0

**Vote Result:** Motion failed

## Public Comment/Community Announcements

BPLD Board Trustee, Myisha Owens – Patron Awareness

## Approval of Minutes

Budget Hearing Meeting Minutes – Thursday, August 22, 2024 – accepted as circulated.

Regular Board Meeting Minutes – Thursday, August 22, 2024 – accepted as circulated.

Regular Board Meeting Minutes – Thursday, August 22, 2024 (Executive Session) – accepted as circulated.

Special Board Meeting Minutes – Friday, September 6, 2024 – accepted as circulated.

Special Board Meeting Minutes – Friday, September 6, 2024 (Executive Session) – accepted as circulated.

## Old Business

### ***Information: Progress Report on the Installation of Library Directional Signage.***

Interim Director, Robert Lafferty reported on the finalization of library directional signage, a visual of installed signs was displayed. Mr. Lafferty also expressed a sincere Thank you to Public Works Director Matt Ames and his crew on a timely installation.

## New Business

### ***Discussion & Approval of the Indemnification of Officers, Volunteers and Employee Policy.***

Interim Director Robert Lafferty clarified the purpose of an Indemnification policy as recommended by the library's legal counsel following a library personnel matter.

**Motion:** Approval of an Indemnification of Officers, Volunteers and Employee Policy.

**Motioned by:** Trustee Stacy Bufford and properly seconded.

**Roll Call Vote:** Ayes: 5      Nays: 0      Absent: 2      Abstain: 0

**Vote Result:** Motion carried

### ***Approval: September 2024 Bills***

The board reviewed the current month's financial expenditures for approval.

**Motion:** Approval of the September 2024 expenditures.

**Motioned by:** Secretary Myisha Owens and properly seconded.

**Roll Call Vote:** Ayes: 5      Nays: 0      Absent: 2      Abstain: 0

**Vote Result:** Motion carried

### ***Information: Hiring Committee Report***

Treasurer, Bradley Wooten reported the anticipation/happiness of staff and board trustees as they await the upcoming start of new Executive Director, Tanya King on Monday, October 7, 2024.

## Executive Session

**Motion:** Move to Executive Session at 7:39 pm

**Motioned by:** Trustee Venita Mendez and properly seconded.

**Roll Call Vote:** Ayes: 5      Nays: 0      Absent: 2      Abstain: 0

**Vote Result:** Motion carried

**Motion:** Move to reconvene back to Open Session at 8:04 pm  
**Motioned by:** Secretary Myisha Owens and properly seconded.  
**Roll Call Vote:** Ayes: 5      Nays: 0      Absent: 2      Abstain: 0  
**Vote Result:** Motion carried

Trustees present for the meeting were:

Vice-President Willie Akins      Treasurer Bradley Wooten  
 Secretary Myisha Owens      Trustee Venita Mendez  
 Trustee Stacy Bufford

Trustees not present for the meeting were:

President David Upshaw      Trustee Michael Ennis

**Items Discussed in Closed Session,**

Personnel matters was discussed. No actions were taken.

**Officer Reports,**

Treasurer, Bradley Wooten presented an oral report of the expenditure totals for August 2024.

	August 2024
Payroll & Benefits	\$ 59,745.92
General Checking	\$ 38,195.18
<b>Totals</b>	<b>\$ 97,941.10</b>

**Executive Director Report,**

The Executive Director’s report was dispensed in the trustee packets.

**Adjournment,**

**Motion:** Adjournment of the September 26, 2024 BPLD Regular Board Meeting at 8:21 p.m.  
**Motioned by:** Secretary Myisha Owens and properly seconded.  
**Roll Call Vote:** Ayes: 5      Nays: 0      Absent: 2      Abstain: 0  
**Vote Result:** Motion carried

*David Upshaw*

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President, David Upshaw

*Myisha Owens*

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Secretary, Myisha Owens

*10/24/24*

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Approved Date