

REGULAR MEETING OF THE RIVERDALE PUBLIC LIBRARY DISTRICT

A regular meeting of the Riverdale Public Library Board of Trustees was called to order by President Burford at 7:30 P.M. on Monday, August 13, 2012 at the Riverdale Library.

ROLL CALL:

The roll was called as follows: Trustee Avant-Holloway, Absent; Trustee Emerson, Present; Trustee Roberts, Absent; Trustee Scott, Present; Trustee Wallace, Present; President Burford, Present. There was a quorum present to conduct business.

Also present was staff member Katrina Harris.

MINUTES:

The minutes of the regular meeting held on Monday, July 9, 2012 were approved as corrected and placed on file for audit.

COMMUNICATIONS:

A letter from Wm. Leonard Public Library of Robbins, IL thanking Riverdale Public Library for the \$100.00 contribution.

There were no requests for reimbursements.

TREASURER'S REPORT:

The Treasurer's report was presented by President Burford. Trustee Scott MOVED That the Library pay bills in the amount of \$25, 780.26. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays and 2 Absent. The bills were paid and the report placed on file for audit.

LIBRARIAN'S REPORT:

The Librarian's report was presented by Katrina Harris. The Librarian's report was accepted and placed on file for audit.

REPORTS OF COMMITTEES AND OFFICERS:

There were no reports.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS :

Trustee Emerson MOVED That the faxing policy include the following statement, "If your first attempt at faxing does not transmit because a wrong number was given you will be given one opportunity to correct your number without charge. If a wrong number is given and the transmission goes through you will be charged." The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 2 Absent. The policy will be changed and Staff will receive a copy of the changed policy.

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NEW BUSINESS – CONT.

Trustee Wallace MOVED That items that are invoiced with a “lost in transit” status will be reimbursed to the loaning library and the patron will not be charged. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 2 Absent. The policy will be changed and Staff will receive a copy of the changed policy

Trustee Emerson MOVED That the FY2013 Proposed Working Budget be approved. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 2 Absent. The approved and combined working budget will be distributed to all Staff and the tentative figures for the Budget and Appropriation Ordinance will be published in the newspaper with the Hearing Notice, and will be posted in the Library for the Public.

President Burford MOVED That the Public Hearing for Budget and Appropriation Ordinance be set for Wednesday, September 5, 2012, tentatively set for 5:15 P.M. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 2 Absent. The Hearing Notice and tentative figures for the B/A Ordinance will be published and posted in the Library for the Public.

A committee for the audit of the secretary’s minutes was appointed. Trustees Scott and Wallace will review them.

ANNOUNCEMENTS:

Next regular Board meeting, September10, 2012 at 7:30 P.M.

ADJOURNMENT

President Burford adjourned the meeting at 8:05 P.M.

Trustee	Bills	Fax Policy	Lost in Transit	Working Budget	Hearing	
Avant-Holloway	Absent	Absent	Absent	Absent	Absent	
Emerson	Aye	Aye	Aye	Aye	Aye	
Roberts	Absent	Absent	Absent	Absent	Absent	
Scott	Aye	Aye	Aye	Aye	Aye	
Wallace	Aye	Aye	Aye	Aye	Aye	
Burford	Aye	Aye	Aye	Aye	Aye	

SIGNED _____ DATE _____

Maurice Roberts, Secretary