

**Regular Board Meeting Minutes of the
RIVERDALE PUBLIC LIBRARY DISTRICT**

September 9, 2024

1. CALL TO ORDER

The Regular Meeting of the Riverdale Public Library District Board of Trustees was called to order by President Williams at 6:01PM on Monday, September 9, 2024 at the Riverdale Public Library.

2. ROLL CALL

The roll was called as follows:

Present: Trustee Battle, Trustee Bourné, Trustee Sims, Trustee Williams

Absent: Trustee Brown, Trustee Dixon, Trustee Gay

A quorum was present to conduct business.

Also present: Acting Director Bourné, Public Services Director Bourné, Technical Svcs Librarian Diehl

3. PERSONAL REFLECTION/MEDITATION

The Board took 30 seconds of silence.

4. MINUTES

4a. Action Item: Approval of the minutes of the BAO Public Hearing held on August 12, 2024

A motion was made by Trustee Bourné to approve the minutes of the BAO Public Hearing held on August 12, 2024. Seconded by Trustee Sims.

Ayes: Battle, Bourné, Sims, Williams

Nays: None

Absent: Brown, Dixon, Gay

Motion Passed

4b. Action Item: Approval of the minutes of the Regular Meeting held on August 12, 2024

Amendments: Item 5. Date of COW meeting edited to August 13, 2024; Item 6a. motion wording edited to July Financial Report; Item 12a. tax edited to tax, and % moved to follow 0.02

A motion was made by Trustee Bourné to approve the minutes of the Regular Meeting held on August 12, 2024 as amended. Seconded by Trustee Battle.

Ayes: Battle, Bourné, Sims, Williams

Nays: None

Absent: Brown, Dixon, Gay

Motion Passed

4a. Action Item: Approval of the Minutes of the Closed Session held on August 12, 2024

A motion was made by Trustee Bourné to approve the minutes of the Closed Session held on August 12, 2024. Seconded by Trustee Sims.

Ayes: Battle, Bourné, Sims, Williams

Nays: None

Absent: Brown, Dixon, Gay

Motion Passed

5. COMMUNICATIONS

General Announcements:

- 1. Village Shred Day moved to October 5th
- 2. 2024 Property Tax Forum scheduled for September 28th at 10am
- 3. Amnesty from September 1st to October 31st for delinquent Water Bills

Trustee Dixon arrived at 6:10PM

6. FINANCIAL REPORTS

6a. Action Item: Approval of the August Financial Reports

President Williams presented the Income and Expense Statements for August 1-31, 2024, and reported that as of the end of the month, the Library's account balance stood at \$835,623.94. The board also reviewed all financial statements, transactions, deposits, cleared payroll, and vendor checks for the month of August.

A motion was made by Trustee Bourné to approve the August Financial Report. Seconded by Trustee Dixon.

Ayes: Battle, Bourné, Dixon, Sims, Williams
 Nays: None
 Absent: Brown, Gay
Motion Passed

6b. Action Item: Approval of the Library Payroll for August 7, 2024 in the amount of \$9,982.88 and August 21, 2024 in the amount of \$10,495.47

A motion was made by Trustee Battle to approve the Library Payroll for August 7, 2024 in the amount of \$9,982.88 and August 21, 2024 in the amount of \$10,495.47. Seconded by Trustee Dixon.

Ayes: Battle, Bourné, Dixon, Sims, Williams
 Nays: None
 Absent: Brown, Gay
Motion Passed

6c. Action Item: Approval of the Accounts Payable for September 9, 2024 in the amount of \$21,898.25

A motion was made by Trustee Bourné to approve the Accounts Payable for September 9, 2024 in the amount of \$21,898.25. Seconded by Trustee Sims.

Ayes: Battle, Bourné, Dixon, Sims, Williams
 Nays: None
 Absent: Brown, Gay
Motion Passed

7. TREASURER'S REPORT

Trustee Bourné reported that the creation of a Special Reserve Fund would be tabled to next year.

8. DIRECTOR AND CIRCULATION REPORTS

The board reviewed the reports of the Acting Director and Circulation Supervisor and discussed the issue of insurance as outlined in the director report.

9. ATTORNEY REPORT

None

10. REPORTS OF COMMITTEE AND OFFICERS

None

11. OLD BUSINESS

None

12. NEW BUSINESS

12a. Discussion/Action: 2024 ILA Attendees

A motion was made by Trustee Dixon to approve Acting Director Bourné and Trustee Bourné to attend the 2024 ILA Conference. Seconded by Trustee Sims.

Ayes: Battle, Bourné, Dixon, Sims, Williams
Nays: None
Absent: Brown, Gay
Motion Passed

12b. Discussion/Action Item: Approval of Recommended Amendments by the Secretary Audit Committee

A motion was made by Trustee Bourné to approve the Recommended Amendments by the Secretary Audit Committee. Seconded by Trustee Dixon.

Ayes: Battle, Bourné, Dixon, Sims, Williams
Nays: None
Absent: Brown, Gay
Motion Passed

12c. Discussion/Action Item: Comics Plus Proposal

Acting Director Bourné presented the proposal to purchase the Comics Plus Database through RAILS in the amount of \$921.38.

A motion was made by Trustee Dixon to approve the Comics Plus Proposal in the amount of \$921.38. Seconded by Trustee Battle.

Ayes: Battle, Bourné, Dixon, Sims, Williams
Nays: None
Absent: Brown, Gay
Motion Passed

12d. Discussion/Action Item: Emergency Closing dated September 20, 2024 for the HVAC Installation

A motion was made by Trustee Battle to approve the Emergency Closing dated September 20, 2024 for the HVAC Installation. Seconded by Trustee Sims.

Ayes: Battle, Bourné, Dixon, Sims, Williams
Nays: None
Absent: Brown, Gay
Motion Passed

13. EXECUTIVE SESSION

14. PUBLIC COMMENTS

None

15. ADJOURNMENT

President Williams adjourned the regular board meeting at 7:22PM.

SIGNED Shana Battle DATE 10-14-2024
Shana Battle, Secretary