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Regular Board Meeting Minutes
December 12, 2023

Ms. Riales, President, called the Bellwood Public Library Board of Trustees meeting to order at 6:35 p.m.

Present:

Ms. Felicia Chase
Ms. Mary Clements
Ms. Constance Riales
Mrs. Dorothy Smith
Mr. Reginald Stewart

Absent:

Pastor Horton
Ms. Maria Perez

Also in attendance: Library Director Amy Crump, Administrative Assistant Lili Savage and via phone Library Attorney Dee Jarod. There were no community members.

Public Comment: None

A motion was made by Mr. Stewart, seconded by Ms. Clements to approve the meeting minutes for November 14, 2023.

A roll call vote was taken.

AYES: 5: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

Finance Committee Report:

Ms. Clements gave the finance report which included: Reports of Bills: #840, 840-A, & 840-B. The following reports of bills were submitted, copies of which are included as part of these minutes:

#840 (Bill List) in the amount of	\$ 104,788.69
#840-A (Payroll) in the amount of	\$ 67,459.70

#840-B (Checking) in the amount of	\$	0.00
TOTAL:	\$	172,248.39

A motion was made by Ms. Chase, seconded by Mrs. Smith for approval of Bills-Reports #840, 840-A, & 840-B. The Treasurer's Report will be filed for audit.
A roll call vote was taken.

AYES: 5: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

Other Committee Reports:

- a. Administration Committee (Chairman: Trustee Clark-Smith)
 - i. No report.
- b. Building and Grounds Committee (Chairman: Trustee Chase)
 - i. No report.
- c. Finance Committee (Chairman: Treasurer Clements)
 - i. No report.
- d. Planning and Development Committee (Chairman: Secretary Stewart)
 - i. No report.
- e. Public Relations and Legislation Committee (President Smith for Chairman: Trustee Perez)
 - i. No report.

Unfinished Business: None

New Business:

- a. A motion was made by Ms. Clements, seconded by Mr. Stewart for approval of FY 2024 Schedule of Regular Board Meeting dates.
A roll call vote was taken.

AYES: 5: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

- b. A motion was made by Ms. Clements, seconded by Ms. Chase for approval of new Paid Leave for All Workers policy.

A roll call vote was taken.

AYES: 5: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

- c. A motion was made by Ms. Riales, seconded by Ms. Chase for approval of new Employee Assistance Program policy.

A roll call vote was taken.

AYES: 5: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

- d. A motion by Ms. Chase, seconded by Mr. Stewart to amend in the last paragraph of the proposed Grievance, Complaint and Problem Solving Procedure, motion to strike the phrase “without pay” as it appears in that last paragraph and in the caption, the word “Regular” in the first sentence and the entirety of the last sentence of that last paragraph of that grievance policy.

A roll call vote was taken,

AYES: 5: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

- e. A motion by Ms. Chase, seconded by Ms. Clement to approve the updated Employee Handbook policies.

A roll call vote was taken,

AYES: 4: Ms. Chase, Ms. Clements, Ms. Riales, Mr. Stewart

NAYS: 0:

ABSTAIN: 1: Ms. Smith

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

- f. A motion by Ms. Clements, seconded by Mr. Stewart for approval of request for Director to work remotely on Fridays in 2024.

A roll call vote was taken,

AYES: 5: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

A motion was made by Ms. Clements, seconded by Mr. Stewart that the Board convene into Closed Session at 8:11 pm for:

- a. Discussion of appointment, employment, compensation, discipline, performance, or dismissal or specific employees of the public body or legal counsel for the public body under 5ILCS 120/ 2 (c) (1).

A roll call vote was taken.

AYES: 5: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez,

The motion passed.

A motion was made by Ms. Clements, seconded by Ms. Chase to return to Open Session at 8:23 p.m.

A roll call vote was taken.

AYES: 5: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez,

The motion passed.

A motion was made by Ms. Clements, seconded by Ms. Chase to approve closed session minutes from June 2023 to November 2023 and determination regarding the need for confidentiality as to those minutes.

A roll call vote was taken.

AYES: 5: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

Communication/Announcements: None

Library Director Report:

1. Trustee Stewart was thanked for bringing holiday goodies for the staff.
2. On December 5th, Governor Pritzker announced that the state of Illinois will be sponsoring the Dolly Parton Imagination Library as a statewide initiative. As the Trustees know, the Bellwood Library was going to launch a Dolly Parton Imagination Library for our community in 2024. We will now hold off on doing that until the statewide program starts and participate in that.
3. Due to delays in completing the renovation punch list, the final bill from Frederick Quinn Construction Corporation will arrive in January 2024. As the 2024 Budget doesn't include any funds for the renovation, the final check will be made out in December 2023 so that the expenses are kept in the 2023 budget year.

Public Comment: None

Adjournment: Mr. Stewart moved to adjourn the meeting, Ms. Chase seconded the motion. The meeting adjourned at 828 p.m.

A roll call was taken.

AYES: 5: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

Reginald Stewart, Secretary