

## **Bellwood Public Library**

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[www.bellwoodlibrary.org](http://www.bellwoodlibrary.org)

### Regular Board Meeting Minutes June 10, 2025

Ms. Riales, President, called the Bellwood Public Library Board of Trustees meeting to order at 6:32 p.m.

#### Present:

Ms. Mary Clements  
Ms. Patricia Crawford  
Ms. Constance Riales  
Mrs. Dorothy Smith  
Mr. Reginald Stewart

#### Absent:

Ms. Felicia Chase  
Ms. Maria Perez

Also in attendance: Library Director Heather Montilla, and Administrative Assistant Lili Savage. There were 2 community members present.

Public Comment: None

President Riales read a text message via cell phone from Trustee Perez that her resignation from the library board is effective June 9, 2025.

Library Attorney Dee Jarad arrived at 6:47 p.m.

A motion was made by Ms. Crawford, seconded by Ms. Riales to approve the meeting minutes for May 13, 2025.

A roll call vote was taken.

AYES: 5: Ms. Clements, Ms. Crawford, Ms. Perez, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Riales

The motion passed.

#### **Finance Committee Report:**

Ms. Clements gave the finance report which included: Reports of Bills:#858, 858-A, & 858-B. The following reports of bills were submitted, copies of which are included as part of these

minutes:

#858 (Bill List) in the amount of	\$ 43,962.01
#858-A (Payroll) in the amount of	\$ 71,924.44
#858-B (Checking) in the amount of	\$ 0.00
TOTAL:	\$ 115,886.45

A motion was made by Ms. Clements, seconded by Ms. Crawford for approval of Bills-Reports #858, 858-A, & 858-B. The Treasurer's Report will be filed for audit.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Perez

The motion passed.

#### **Other Committee Reports:**

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

#### **New Business:**

A motion was made by Mr. Stewart, seconded by Mrs. Smith to revise the Education Policy for BPL Employee Handbook.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Perez

The motion passed.

A motion was made by Mrs. Smith, seconded by Ms. Crawford to approve the Library Closure for one hour (9:00 am-10:00 am) for Staff meeting on Friday, July 11, 2025.

A roll call was taken

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Perez

The motion passed.

**Communication/Announcements:**

A patron is interested in taking classes in English Language classes and computer classes in English Language.

**Library Director Report:** The report is posted on the Bellwood Public Library's web page.

**Public Comments:**

A patron would like the Director to send any pantry needs to the Bellwood Chamber. The patron also thanked the Youth staff for their service.

**Adjournment:** Ms. Clements moved to adjourn the meeting, Mrs. Smith seconded the motion.

The meeting adjourned at 7:53 p.m.

A roll call was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Perez

The motion passed.

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Patricia Crawford, Secretary