

## **Bellwood Public Library**

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

### Regular Board Meeting Minutes April 8, 2025

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

#### Absent:

Ms. Maria Perez  
Mr. Reginald Stewart

Also in attendance: Director Heather Montilla, Administrative Assistant Lili Savage and Library Attorney Dee Jarad. One community member present.

Public Comment: None

A motion was made by Ms. Clements, seconded by Mrs. Smith to approve the meeting minutes for March 11, 2025.

A roll call vote was taken.

AYES:4: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith

NAYS: 0:

ABSTAIN: 0:

ABSENT:2: Ms. Perez, Mr. Stewart

The motion passed.

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

Ms. Clements gave the finance report that included Reports of Bills: #856, 856-A, & 856-B. The following reports of bills were submitted, copies of which are included as part of these minutes:

#856 (Bill List) in the amount of	\$	58,610.06
#856-A (Payroll) in the amount of	\$	76,536.01
#856-B (Checking) in the amount of	\$	0.00
TOTAL:	\$	135,146.07

A motion was made by Ms. Chase, seconded by Ms. Clements for approval of Bills-Reports #856, 856-A, & 856-B. The Treasurer's Report will be filed for audit.  
A roll call vote was taken.

AYES: 4: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith

NAYS: 0:

ABSTAIN: 0:

ABSENT:2: Ms. Perez, Mr. Stewart

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. Ms. Chase deferred to Director Montilla, who reported about the visit with the Product Architecture + Design, which was the architect for the recent renovation.

c. Finance Committee (Chairman: Treasurer Clements)

i. No report

d. Planning and Development Committee (Chairman: Secretary Stewart)

i. President Riales stated that there was no report.

e. Public Relations and Legislation Committee (President Riales for Chairman: Trustee Perez)

i. No report.

Unfinished Business: None

**New Business:**

A motion was made by Ms. Chase, seconded by Ms. Clements for approval of revisions to the library card policy for Bellwood Residents under Age 18. A roll call vote was taken.

AYES: 4: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith

NAYS: 0:

ABSTAIN: 0:

ABSENT:2: Ms. Perez, Mr. Stewart

The motion passed.

A motion was made by Ms. Chase, seconded by Ms. Clements for approval to revise Holidays Policy for BPL Employee Handbook.

A roll call vote was taken.

AYES: 4: Ms. Chase, Ms. Clements, Ms. Riales, Mrs. Smith

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Perez, Mr. Stewart

**Communication/Announcements:** None

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

**Public Comments:**

1. Will there be any information shared from trustees that attend the ALA Conference?
2. What are the plans for the mobile book bike?

**Adjournment:** Ms. Clements moved to adjourn the meeting, Mrs. Smith seconded the motion. The meeting adjourned at 7:56 p.m. All voted by voice, Aye.

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Reginald Stewart, Secretary