

Bellwood Public Library

600 Bohland Avenue
Bellwood, Illinois 6010708) 547-7393
Fax (708) 547-9352
TDD (708)547-7475

www.bellwoodlibrary.org

Regular Board Meeting Minutes November 18, 2025

Ms. Riales, President, called the Bellwood Public Library Board of Trustees meeting to order at 6:30 p.m.

Present:

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

Absent:

Ms. Felicia Chase
Ms. Mary Clements
Ms. Elizabeth Ramirez

Also in attendance: Library Director Heather Montilla, Business Manager Ashley Matthews, Attorney Dee Jarad (via phone). There was 1 community member present.

A motion was made by Mr. Stewart, seconded by Ms. Crawford to approve Trustee Ramirez to attend the meeting via phone.

A roll call vote was taken.

AYES: 4: Ms. Crawford, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 3: Ms. Chase, Ms. Clements, Ms. Ramirez

The motion passed.

Trustee Ramirez attended the board meeting via phone at 6:35 p.m.

Public Comment: None

A motion was made by Mr. Stewart, seconded by Ms. Crawford to approve the meeting minutes for October 14, 2025.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Clements

The motion passed.

Treasurer's Report:

Director Montilla gave the finance report which included: Reports of Bills: #863, 863-A, & 863-B. The following reports of bills were submitted, copies of which are included as part of these minutes:

#863 (Bill List) in the amount of	\$ 48,039.79
#863-A (Payroll) in the amount of	\$ 74,165.45
#863-B (Checking) in the amount of	\$ 0.00
TOTAL:	\$ 122,205.24

A motion was made by Mrs. Smith, seconded by Ms. Crawford for approval of Bills-Reports #863, 863-A, & 863-B. The Treasurer's Report will be filed for audit.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Clements

The motion passed.

Library Attorney Dee Jarad arrived at 6:54 p.m.

Other Committee Reports:

- a. Administration Committee (Chairman: Trustee Crawford)
 - i. No report.
- b. Building and Grounds Committee (Chairman: Trustee Chase)
 - i. The committee had a meeting to discuss the ADA Ramp. Trustee Stewart gave the report.
- c. Finance Committee (Chairman: Treasurer Clements)
 - i. The committee had a meeting to discuss the 2026 Budget and Levy.
- d. Planning and Development Committee (Chairman: Secretary Stewart)
 - i. No report.
- e. Public Relations and Legislation Committee (Chairman: Trustee Riales)
 - i. No report.

Unfinished Business: None

New Business:

A motion was made by Mr. Stewart, seconded by Ms. Riales to approve the 2026 Budget in the amount of \$2,673,423 and the 2025 Tax Levy in the amount of \$2,480,786.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Clements

The motion passed.

A motion was made by Ms. Crawford seconded by Mrs. Smith to approve the 2026 PL Holiday Closings.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Clements

The motion passed.

A motion was made by Mr. Stewart, seconded by Ms. Ramirez to approve the Dates of Delayed Library Opening and/or Closure due to Staff and In-Service.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Clements

The motion passed.

A motion was made by Mrs. Smith, seconded by Ms. Crawford to approve the board travel expenses related to the 2025 ALA Conference for Ms. Riales, Mrs. Smith and Mr. Stewart.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Clements

The motion passed.

A motion was made by Mr. Stewart, seconded by Ms. Crawford to approve the proposal for Studio GC's proposal dated 11/3/2025 in the amount of \$8,500 with AIA agreement to follow for the ADA Ramp for BPL's facility.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Clements

The motion passed.

A motion was made by Mrs. Smith, seconded by Ms. Crawford to approve the proposal from Pillar Booth in the amount of \$17,195 for Study Booth.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Clements

The motion passed.

A motion was made by Mrs. Smith, seconded by Mr. Stewart to approve the proposal for Warehouse Direct for Printer and Copier Services per Director Montilla.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Clements

The motion passed.

A motion was made by Mr. Stewart, seconded by Mrs. Smith to accept the proposal for Noble Tec relating to computer upgrades.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Clements
The motion passed

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

Communication/Announcements: None

Public Comments: None

Adjournment: Mrs. Smith moved to adjourn the meeting, Mr. Stewart seconded the motion.
The meeting adjourned at 8:14 p.m.
A roll call was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Chase, Ms. Clements

The motion passed.

Patricia Crawford, Secretary