

Bellwood Public Library

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Board Meeting Minutes March 09, 2026

Trustee Riales, President, called the Bellwood Public Library Board of Trustees meeting to order at 6:05 p.m.

Present:

Trustee Felicia Chase
Trustee Mary Clements
Trustee Patricia Crawford
Trustee Elizabeth Ramirez
Trustee Constance Riales

Absent:

Trustee Dororthy Smith
Trustee Reginald Stewart

Also in attendance: Director Heather Montilla and Administrative Assistant Lili Savage, and Library Attorney Dee Jarad (via phone). There was one community member present.

Public Comment: None

Trustee Stewart arrived at 6:11 pm.
Library Attorney Dee Jarad arrived at 6:11 pm.

A motion was made by Trustee Chase, seconded by Trustee Clements to approve the Board meeting minutes for February 9, 2026.

A roll call vote was taken.

AYES: 6: Trustee Chase, Trustee Clements, Trustee Crawford, Trustee Ramirez, Trustee Riales, Trustee Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 1: Trustee Smith

The motion passed.

Finance Committee Report:

Trustee Clements gave the finance report which included: Reports of Bills: #867, 867-A, & 867-B. The following reports on bills were submitted, copies of which are included as part of these

minutes:

#867 (Bill List) in the amount of	\$ 40,032.02
#867-A (Payroll) in the amount of	\$ 81,175.01
#867-B (Checking) in the amount of	\$ 0.00
TOTAL:	\$ 121,207.03

A motion was made by Trustee Chase, seconded by Trustee Crawford for approval of Bill-Reports #867, 867-A, & 867-B. The Treasurer's Report will be file for audit.

A roll call vote was taken.

AYES: 6: Trustee Chase, Trustee Clements, Trustee Crawford, Trustee Ramirez, Trustee Riales, Trustee Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 1: Trustee Smith

The motion passed.

Committee Reports:

- a. Administration Committee (Chairman: Secretary Trustee Crawford)
 - i. Committee of Trustees Crawford, Clements, Riales and Director Montilla met on March 11, 2026 for reviewing proposal for director search.

- b. Building and Grounds Committee (Chairman: Trustee Chase)
 - i. Trustee Chase stated that there was movement on ADA Compliant Exterior ramp. Trustee Chase reported that March 17, 2026 Information for bids will be sent out, March 18, 2026 Seal Bids are to be submitted, and April 1, 2026 Meeting to review sealed bids.

- c. Finance Committee (Chairman: Treasurer Clements)
 - i. No report

- d. Planning and Development Committee (Chairman: Trustee Stewart)
 - i. No report.

- e. Public Relations and Legislation Committee (Chairman: Trustee Smith)
 - i. No report.

Unfinished Business: None

New Business:

Trustee Smith arrived at 6:20 pm.

Break to take Trustees Photos with Photographer at 6:35 pm.

Director Montilla gave a video presentation on Bellwood Farms Community Garden.

A motion was made by Trustee Chase, seconded by Trustee Stewart for approval to accept the Administration recommendation to select the Stacks Consulting Group Executive Search to negotiate the proposal from \$11,000 to no higher than \$12,5000.

A roll call vote was taken.

AYES: 7: Trustee Chase, Trustee Clements, Trustee Crawford, Trustee Ramirez, Trustee Riales, Trustee Smith, Trustee Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 0:

The motion passed.

A motion was made by Trustee Chase, seconded by Trustee Stewart to accept the Employee Handbook amendments as presented, both Director Montilla's amended changes as well as the Attorney Jarad's amended changes to those changes to include this footnote to be added to both the Personal Business Time Policy and Cook County Paid Leave Policy: NOTE—Beginning in their 4th year, part-time employees will not be eligible for paid leave under the Cook County and Paid Leave Policy, given their eligibility at that time to paid time off under other Library policies and in compliance with the Cook County Paid Leave Ordinance.

A roll call vote was taken.

AYES: 7: Trustee Chase, Trustee Clements, Trustee Crawford, Trustee Ramirez, Trustee Riales, Trustee Smith, Trustee Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 0:

The motion passed.

A motion was made by Trustee Chase, seconded by Trustee Stewart for approval to the revised Library In-Service date from Friday, March 20, 2026, to 9 am-11:30 am. The library will open at 11:30 am and an all-day staff Inservice on Saturday, June 27, 2026, for staff to attend the American Library Association conference in Chicago.

A roll call vote was taken.

AYES: 7: Trustee Chase, Trustee Clements, Trustee Crawford, Trustee Ramirez, Trustee Riales, Trustee Smith, Trustee Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 0:

The motion passed.

A motion was made by Trustee Stewart, seconded by Trustee Smith for approval of the Board of Trustees to have Best Practices for Library Boards including a Board retreat, revisit board norms, and conduct a board-self-evaluation.

A roll call vote was taken.

AYES: 7: Trustee Chase, Trustee Clements, Trustee Crawford, Trustee Ramirez, Trustee Riales, Trustee Smith, Trustee Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 0:

The motion passed.

A motion was made by Trustee Clements seconded by Trustee Crawford that the board convene into Closed Session at 8:23 p.m. for:

Pursuant to Section 2(c)(1) for discussion of the Illinois Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel.

AYES: 7: Trustee Chase, Trustee Clements, Trustee Crawford, Trustee Ramirez, Trustee Riales, Trustee Smith, Trustee Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 0:

The motion passed.

Trustee Chase left the closed session meeting at 8:41 pm.

Trustee Stewart left the closed session meeting at 8:46 pm.

A motion was made by Trustee Smith, seconded by Trustee Ramirez to reconvene to the regular session at 9:13 p.m.

A roll call vote was taken.

AYES: 5: Trustee Clements, Trustee Crawford, Trustee Ramirez, Trustee Riales, Trustee Smith

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Trustee Chase, Trustee Stewart

The motion passed.

Trustee Crawford left the meeting at 9:19 pm.

A motion was made by Trustee Ramirez, seconded by Trustee Clements to appoint as the Interim Executive Leadership Committee: Kara Spizzirri-Head of Adult, Ashley Matthews Business Manager, Linda DuPree Head of Circulation and Jose Cruz Head of Youth.

A roll call vote was taken.

AYES:4: Trustee Clements, Trustee Ramirez, Trustee Riales, Trustee Smith

NAYS: 0:

ABSTAIN:0:

ABSENT:3: Trustee Chase, Trustee Crawford, Trustee Stewart

The motion passed.

A motion was made by Trustee Clements, seconded by Trustee Ramirez to pay the Interim Executive Leadership Committee: Kara Spizzirri, Ashley Matthews, Linda DuPree and Jose Cruz \$1000 per month each beginning (no more than 6 months) April 13, 2026-October 13, 2026.

A roll call vote was taken.

AYES:4: Trustee Clements, Trustee Ramirez, Trustee Riales, Trustee Smith

NAYS: 0:

ABSTAIN:0:

ABSENT:3: Trustee Chase, Trustee Crawford, Trustee Stewart

The motion passed.

A motion was made by Trustee Clements, seconded by Trustee Ramirez to designate Kara Spizzirri and Ashley Matthews the FOIA Officers and OMA Designees.

A roll call vote was taken.

AYES:4: Trustee Clements, Trustee Ramirez, Trustee Riales, Trustee Smith

NAYS: 0:

ABSTAIN:0:

ABSENT:3: Trustee Chase, Trustee Crawford, Trustee Stewart

The motion passed.

Communication/Announcements:

1. A thank you letter from a patron.
2. A thank you card from a patron.

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

Public Comments: None

Adjournment: Trustee Smith moved to adjourn the meeting, Trustee Ramirez seconded the motion. The meeting adjourned at 9:27 p.m. All voted by voice, Aye.

Trustee Patricia Crawford, Secretary