

600 Bohland Avenue
Bellwood, Illinois 60104
(708) 547-7393
Fax (708) 547-9352
TDD (708)547-7475



Board Meeting
Minutes
January 11, 2017

The regular monthly meeting of the Board of Trustees of the Bellwood Public Library was called to order at 6:20 pm by Ms. Clements, President, in the Large Meeting Room.

Present:

Ms. Clements
Ms. Greene
Pastor Horton
Mrs. Smith

Absent: Ms. Carr, Ms. Tharpe

Also in attendance: Jacqueline Spratt, Director of the Bellwood Public Library, Ashley Matthews, Business Manager/Administrative Assistant, and 12 members of the public.

Public Comment: Wanda Gipson announced that the Friends of the Bellwood Library will be holding their annual staff appreciation luncheon in February 2017. Ms. Gipson also invited the board members.

A motion was made by Ms. Greene, seconded by Pastor Horton to approve the regular board meeting minutes from December 14, 2016.

A roll call vote was taken.

AYES: 4: Ms. Clements, Ms. Greene, Pastor Horton, Mrs. Smith

NAYS: 0

ABSENT: 2: Ms. Carr, Ms. Tharpe

The motion was carried by unanimous vote.

Finance Committee Report:

A. Reports of Bills: #757, #757-A, #757-B: The following reports of bills were submitted, copies of which are included as part of these minutes:

#754 (Bill List) in the amount of	\$ 48,815.16
#754-A (Payroll) in the amount of	\$ 76,196.96
#754-B (Checking) in the amount of	\$ 0.00
TOTAL:	\$ 125,012.12

1. Transfer of Funds: 100,000.00

2. Reinvestments: None

A motion was made by Ms. Greene, seconded by Pastor Horton to accept the Finance Committee Reports.

A roll call vote was taken.

AYES: 4: Ms. Clements, Ms. Greene, Pastor Horton, Mrs. Smith

NAYS: 0

ABSENT: 2: Ms. Carr, Ms. Tharpe

The motion was carried by unanimous vote.

Other Committee Reports:

B. Administrative Committee Reports: Ms. Greene reported that Tony Brown, is performing work on our server and computers. He is also up-dating our computer systems from Windows 7 to Windows 10. Our present server is capable of providing the library requirements as it exist today. However, we have been advised within the next couple of years, the library will most likely have to replace our current server. In the meantime, we will make the needed adjustments and updates.

C. Building and Grounds Committee: Ms. Clements reported that the lower level of the building boiler temperature control has been serviced for temperature control. It is the central link for the burner and circulating operation. This switch causes the temperature to rise and/or fall.

D. Public Relations and Legislative Committee: Mrs. Smith reported that the trustees are reminded that the annual, "Illinois Library Trustee Forum Workshop" will be on Saturday, February 18, 2017 at the Chicago Marriott Oakbrook, 1401 West 22nd St., Oak Brook, IL. If you are interested in attending please make arrangements with Ashley Matthews, Business Manager.

The Obama Foundation carries out the task of raising money for the Obama Library. The Obama Presidential Center, which will include a library, museum and office in Jackson Park on the South Side, will be the 14th Presidential Library. We are eagerly awaiting this project.

E. Planning and Development Committee: Pastor Horton reported that the "Ribbon Cutting Ceremony" was on Thursday, December 22, 2016 at 11:00 am. Frank A. Pasquale, Mayor of Bellwood invited many in the community including, the Bellwood Library Board of Trustees, Bellwood Chamber of Commerce, Chris Welch, State Representative, and others that are active in the community. All in the community are excited about the overpass project and look forward to making use of it.

F. RAILS Committee: Ms. Clements reported that according to RAILS, "Libraries of all types and sizes are invited to submit program proposals for the 2017 ILA Conference. "Rise Up!". The conference will be held at the Tinley Park Convention Center October 10-12, 2017. More information, including possible topic ideas, is available on the ILA website."

A motion was made by Mrs. Smith, seconded by Ms. Greene to approve the Consent Agenda. A roll call vote was taken.

AYES: 4: Ms. Clements, Ms. Greene, Pastor Horton, Mrs. Smith

NAYS: 0

ABSENT: 2: Ms. Carr, Ms. Tharpe

The motion was carried by unanimous vote.

Chris Parker from Urban Partnership discussed the bank procedures and how the trustees can become check signers. He also discussed updating the library's records in accordance to changes in the board officers.

Lou Karrison reviewed the Audit for the Fiscal Year Ending December 31, 2015 and responded to questions from the board.

A motion was made by Mrs. Smith, seconded by Pastor Horton to approve the Audit for the Fiscal Year Ending December 31, 2015.

A roll call vote was taken.

AYES: 4: Ms. Clements, Ms. Greene, Pastor Horton, Mrs. Smith

NAYS: 0

ABSENT: 2: Ms. Carr, Ms. Tharpe

The motion was carried by unanimous vote.

Communications: Mrs. Smith asked about the Village of Hillside's Martin Luther King Breakfast on Monday January 16, 2017. Jacqueline Spratt said that she would obtain a copy of the information after the meeting for the board.

Mrs. Spratt reminded the board of the Illinois Library Association's Legislative Luncheon for library trustees on February 13, 2017. In addition, Mrs. Spratt also discussed how the new Sunday hours are going thus far.

Unfinished Business: None

New Business: Mrs. Smith asked about declaring the Ms. Tharpe's seat on the board vacant. Mrs. Spratt stated that she would put it on the agenda to be further discussed and declared vacant at the next board meeting on February 14, 2017.

Announcements: None

Adjournment: A motion was made by Mrs. Smith to adjourn the meeting at 8:46 pm. A roll call was taken. All Ayes. The meeting was adjourned. Voice vote: All Ayes.

Ashley Matthews, Business Manager/ Administrative Assistant