

## Bellwood Public Library

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### Regular Board Meeting Minutes December 10, 2019

The regular meeting of the Board of Trustees of the Bellwood Public Library was called to order at 6:00 p.m. by Mrs. Smith, President, in the Large Meeting Room.

#### **Present:**

Ms. Mary Clements  
Ms. Deborah Giles  
Ms. Maria Perez  
Ms. Constance Riales  
Mrs. Dorothy Smith  
Mr. Reginald Stewart

**Absent:** Pastor Michael Horton

**Also in attendance:** Library Director, Amy Crump, Administrative Assistant Lili Savage, Library Attorney Dee Jarod and Sheri A. Mercier of O'Hagan Meyer Firm and no members of the public.

**Public Comment:** None

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

Reports of Bills: #792, #792-A, & #792-B. The following reports of bills were submitted, copies of which are included as part of these minutes:

#792 (Bill List) in the amount of	\$ 50,958.03
#792-A (Payroll) in the amount of	\$ 83,947.49
#792-B (Checking) in the amount of	\$ 0.00

TOTAL: \$ 134,905.52

A motion was made by Ms. Riales, seconded by Mr. Stewart to approve the Consent of Agenda, which includes the meeting minutes for November 12, 2019 and the Treasurer's Report and approval of bills #792, 792-A, 792-B.

A roll call vote was taken.

AYES: 6: Ms. Clements, Ms. Giles, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN:0:

ABSENT: 1: Pastor Horton  
The motion passed.

**Other Committee Reports:**

- A. Administrative Committee Reports: NO REPORT
- B. Building and Grounds Committee: NO REPORT
- C. Finance Committee: NO REPORT
- D. Public Relations and Legislative Committee: ABSENT
- E. Planning and Development Committee: NO REPORT
- F. RAILS Committee: NO REPORT

**Unfinished Business:** None

**New Business:**

A motion was made by Ms. Clements, seconded by Ms. Perez to approve the 2020 Meeting Dates.

A roll call vote was taken.

AYES: 6: Ms. Clements, Ms. Giles, Pastor Horton, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN:0:

ABSENT: Pastor Horton

The motion passed.

A motion was made by Ms. Clements, seconded by Ms. Perez to approve updated Emergency Succession Plans for Executive Director, Business Manager, Head of Adult and Bibliographic Department, Head of Youth Services Department, and Head of Patron Services Department.

A roll call vote was taken.

AYES: 6: Ms. Clements, Ms. Giles, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN:0:

ABSENT: Pastor Horton

The motion passed.

A motion was made by Ms. Perez, seconded by Ms. Riales to approve the action to create a new part-time marketing position of compensation in the amount of \$20,800 as recommended by Director effective January 1, 2020.

A roll call vote was taken.

AYES: 6: Ms. Clements, Ms. Giles, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN:0:

ABSENT: Pastor Horton

The motion passed.

A motion was made by Ms. Perez, seconded by Mr. Stewart to approve the action to eliminate part-time Shelving Aide effective December 31, 2019.

A roll call vote was taken.

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

NAYS: 1: Ms. Giles

ABSTAIN:0:

ABSENT: Pastor Horton

The motion passed.

A motion was made by Ms. Riales, seconded by Mr. Stewart to approve the action to increase compensation (\$11.46 to \$12.00 and \$13.53 to \$14.00) for Patron Services Aides to reflect new additional duties as recommended by Director effective January 1, 2020.

A roll call vote was taken.

AYES: 6: Ms. Clements, Ms. Giles, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN:0:

ABSENT: Pastor Horton

The motion passed.

A motion was made by Ms. Riales, seconded by Ms. Perez that the board convene into Closed Session at 6:28 p.m. for:

- a) For the purpose of appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body under 5 ILCS 120/2 (c) (1).
- b) For the purpose of collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees under 5 ILCS 120/2 (c) (2).
- c) Discussion of litigation against, affecting or on behalf of the public body that has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting under 5 ILCS 120/2 (c) (11).

A roll call vote was taken.

AYES: 6: Ms. Clements, Ms. Giles, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN:0:

ABSENT: Pastor Horton

The motion passed.

A motion was made by Ms. Clements, seconded by Ms. Perez to reconvene to the regular session at 7:11 p.m.

A roll call vote was taken.

AYES: 6: Ms. Clements, Ms. Giles, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN:0:

ABSENT: Pastor Horton

The motion passed.

A motion was made by Ms. Riales, seconded by Mr. Stewart to approve the action to reduce hours for Security Monitor, Patron Services OCLC/ILL Assistant and Patron Services Aide as recommended by Director.

A roll call vote was taken.

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

NAYS: 1: Ms. Giles

ABSTAIN:0:

ABSENT: Pastor Horton

The motion passed.

A motion was made by Ms. Perez, seconded by Ms. Clements to approve the action to hire a part-time Security Monitor and part-time Patron Services Aide as recommended by Director effective January 1, 2020.

A roll call vote was taken.

AYES: 6: Ms. Clements, Ms. Giles, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN:0:

ABSENT: Pastor Horton

The motion passed.

**Public Comment:** None

**Adjournment:** The meeting was adjourned at 7:18 p.m.