

Bellwood Public Library

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

www.bellwoodlibrary.org



Regular Board Meeting Minutes June 12, 2018

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. Clements
Ms. Giles
Ms. Riales
Mrs. Smith
Mrs. Ward

Absent: Mrs. English and Pastor Horton

Also in attendance: Kristin Schultz, Interim Library Director, Ashley Matthews, Business Manager/Administrative Assistant, Library Attorney Dalal Jarad, and 5 members of the public.

Public Comment: Ms. Watkins requested follow up on questions from the statement she had read out on her behalf during the May 8, 2018 board meeting

Wanda Gipson asked if the board had considered using ALA or ILA for the Library Director search.

A motion was made by Ms. Giles, seconded by Ms. Riales to update the board meeting minutes from May 8, 2018 with her nay response.

A roll call vote was taken.

AYES: 4: Ms. Clements, Ms. Giles, Ms. Riales, Mrs. Ward

NAYS: 1: Mrs. Smith

ABSTAIN:0:

ABSENT: 2: Ms. English, Pastor Horton

The motion was carried by majority vote.

A motion was made by Ms. Giles, seconded by Mrs. Ward to add on page 4 last paragraph of May 8, 2018 minutes “, and not minutes.”

AYES: 2: Ms. Giles, Mrs. Ward

NAYS: 3: Ms. Clements, Ms. Riales, Mrs. Smith

ABSTAIN:0:

ABSENT: 2: Ms. English, Pastor Horton
The motion was failed by majority vote.

A motion was made by Ms. Riales, seconded by Ms. Clements to approve the board meeting minutes from May 8, 2018.
A roll call vote was taken.

AYES: 5: Ms. Clements, Ms. Giles, Ms. Riales, Mrs. Smith, Mrs. Ward
NAYS: 0:
ABSTAIN:0:
ABSENT: 2: Ms. English, Pastor Horton
The motion was carried by unanimous vote.

New Business: A motion was made by Mrs. Smith, seconded by Ms. Riales to approve the hiring of John Keister & Associates Search Firm.
A roll call vote was taken.

AYES: 5: Ms. Clements, Ms. Giles, Ms. Riales, Mrs. Smith, Mrs. Ward
NAYS: 0:
ABSTAIN:0:
ABSENT: 2: Ms. English, Pastor Horton
The motion was carried by unanimous vote.

A motion was made by Ms. Riales, seconded by Ms. Giles to approve an Ordinance of Adopting Prevailing Rate Wages.
A roll call vote was taken.

AYES: 5: Ms. Clements, Ms. Giles, Ms. Riales, Mrs. Smith, Mrs. Ward
NAYS: 0:
ABSTAIN:0:
ABSENT: 2: Ms. English, Pastor Horton
The motion was carried by unanimous vote.

A motion was made by Ms. Clements, seconded by Ms. Riales to approve Mrs. Ward's Reimbursement Travel Expenses to PLA.
A roll call vote was taken.

AYES: 5: Ms. Clements, Ms. Giles, Ms. Riales, Mrs. Smith, Mrs. Ward
NAYS: 0:
ABSTAIN:0:
ABSENT: 2: Ms. English, Pastor Horton
The motion was carried by unanimous vote.

A motion was made by Ms. Clements, seconded by Mrs. Smith to approve Ms. Giles's Reimbursement Travel Expenses to PLA.
A roll call vote was taken.

AYES: 1: Ms. Giles,
NAYS: 3: Ms. Clements, Ms. Riales, Mrs. Smith,
ABSTAIN:1: Mrs. Ward
ABSENT: 2: Ms. English, Pastor Horton
The motion failed by majority vote.

A motion was made by Ms. Riales, seconded by Ms. Clements to approve the Annual Ordinance Authorizing Public Library Non-Resident Cards
A roll call vote was taken.

AYES: 5: Ms. Clements, Ms. Giles, Ms. Riales, Mrs. Smith, Mrs. Ward
NAYS: 0:
ABSTAIN:0:
ABSENT: 2: Ms. English, Pastor Horton
The motion was carried by unanimous vote.

A motion was made by Ms. Riales, seconded by Ms. Clements to approve Kara Spizzirri's rate of pay to \$25.00 per hour for the interim Head of Adult Services, retroactive from April 2, 2018 and until such time the Interim continues to serve in this position.
A roll call vote was taken.

AYES: 5: Ms. Clements, Ms. Giles, Ms. Riales, Mrs. Smith, Mrs. Ward
NAYS: 0:
ABSTAIN:0:
ABSENT: 2: Ms. English, Pastor Horton
The motion was carried by unanimous vote.

Finance Committee Report:

Reports of Bills: #774, 774-A, 774-B: The following reports of bills were submitted, copies of which are included as part of these minutes:

| | |
|------------------------------------|--------------|
| #774 (Bill List) in the amount of | \$ 50,344.01 |
| #774-A (Payroll) in the amount of | \$ 49,520.39 |
| #774-B (Checking) in the amount of | \$ 108.00 |

TOTAL: \$ 99,972.40

1. Transfer of Funds: \$110,000
2. Reinvestments: None

A motion was made by Ms. Riales, seconded by Mrs. Ward to approve the Finance Committee Reports.
A roll call vote was taken.

AYES: 5: Ms. Clements, Ms. Giles, Ms. Riales, Mrs. Smith, Mrs. Ward
NAYS: 0:

ABSTAIN:0:

ABSENT: 2: Ms. English, Pastor Horton

The motion was carried by unanimous vote.

Other Committee Reports:

A. Administrative Committee Reports: In May, Kelvin Johnson, Custodian, celebrated his 9th year on the staff. All staff members have been enrolled in web-based training about Homeless Patrons in the Library from Niche Academy. The deadline to complete is August 31. Any new staff coming on board will be enrolled in the training as part of their on-the-job training as well.

B. Building and Grounds Committee: The electrical repairs required by our new insurance company, Utica, have been completed. Not only does this resolve a safety issue in the Teen Room, but the lighting is improved by installing a new fixture. The south patron entrance doors have been malfunctioning for several months. After trying various repairs to solve the problems, the Interim Director with Custodian Kelvin Johnson have determined that the doors, which appear to be several decades old, if not as old as the original building, need to be replaced. Three door replacement companies have been asked to provide estimates for replacing the door and the transom (glass above the door).

C. Public Relations and Legislative Committee: Bellwood Village Clerk Janel Moreland is hosting a “Pink Divas and Gents Breast Cancer Walk/Run” on Saturday June 30, 2018. Mrs. Smith and Ms. Riales will be participating, and a donation in the name of the Library will also be made. Trustees Smith, Giles, Riales and Ward attended the Proviso Township Joint Chambers Annual Scholarship & Awards Banquet on Wednesday, June 6. Trustees Smith, Riales and Ward are registered to attend this year’s American Library Association annual conference in New Orleans, which runs from June 22-26.

D. Planning and Development Committee: The requirements of the Fiscal Year 2018 Per Capita grant require staff and trustees to complete at least one free online education opportunity focusing on meeting the needs of patrons with challenges or disabilities. Some webinar options are listed at the end of the Committee Reports.

E. RAILS Committee: New board members who won the RAILS election will start their terms July 1. Three public library trustees won 3-year terms: Michael Campbell, Fox River Grove Public Library District; Jay Kasten, Vernon Area Public Library District; and Thomas Stagg, Alpha Park Public Library District. Three public library staff members were elected, Liza Hickey, Manager of Technical Services at Peoria Public Library for a three-year term); Paul Mills, Executive Director of Fountaindale Public Library District, also for a three-year term; and Daisy Porter-Reynolds, Executive Director of Aurora Public Library for a one-year term.

A motion was made by Ms. Clements, seconded by Ms. Riales to approve the Consent Agenda items as stated.

A roll call vote was taken.

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

NAYS: 1: Ms. Giles
ABSTAIN:0:
ABSENT: 2: Ms. English, Pastor Horton
The motion passed by majority vote.

A motion was made by Ms. Riales, seconded by Mrs. Smith that the board convene into Closed Session at 7:18 p.m. under Section 5ILC 120/2 (c) (1) of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Bellwood Library or legal counsel for the Bellwood Library.
A roll call vote was taken.

AYES: 5: Ms. Clements, Ms. Giles, Ms. Riales, Mrs. Smith, Mrs. Ward
NAYS: 0:
ABSTAIN:0:
ABSENT: 2: Ms. English, Pastor Horton
The motion was carried by unanimous vote.

A motion was made by Ms. Giles, seconded by Ms. Clements to reconvene to the regular session at 7:29 p.m.
A roll call vote was taken.

AYES: 5: Ms. Clements, Ms. Giles, Ms. Riales, Mrs. Smith, Mrs. Ward
NAYS: 0:
ABSTAIN:0:
ABSENT: 2: Ms. English, Pastor Horton
The motion was carried by unanimous vote.

Public Comment: Wanda Gipson requested to have the Chair Yoga class held every week, and she was concerned about Mrs. English's absence from the board meetings.

Arnetta Watkins asked for clarification regarding the matured Certificate of Deposit (CD). Also, she stated that closed session minutes should not be taken or removed from the building.

Thelma Matthews commented on how vexing it is to sit in a meeting and one board member is always detecting out errors with the minutes after several people have proofed the minutes prior to the meeting. She was also concerned with the lengthy discussion about the past board members' reimbursements when the current board now has new policies and procedures.

Adjournment: A motion was made by Ms. Clements, seconded by Ms. Riales to adjourn the meeting at 8:10 p.m. The meeting was adjourned. Voice vote: All Ayes.

Ashley Matthews, Business Manager/ Administrative Assistant