

## Bellwood Public Library

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Regular Board  
Remote Virtual Meeting  
Regular Meeting Minutes  
October 13, 2020

Mrs. Smith, President, called the regular meeting of the Board of Trustees of the Bellwood Public Library to order at 6:20 p.m.

Present:

Ms. Mary Clements  
Pastor Michael Horton  
Ms. Maria Perez  
Ms. Constance Riales  
Mrs. Dorothy Smith  
Mr. Reginald Stewart

Absent: Ms. Deborah Giles

Also in attendance: Library Director, Amy Crump, Business Manager, Ashley Matthews, Administrative Assistant, Lili Savage, Library Attorney Dee Jarad and 1 member of the public.

**Public Comment:** Wanda Gipson stated that Friends of The Library would like to show appreciation to library staff in the form of a gift card from a local restaurant, and asked if the director provide a list of the staff to her.

**Finance Committee Report:** Reports of Bills: #800, 800-A, 800-B; #801, 801-A, 801-B; #802, 802-A, & 802-B. The following reports of bills were submitted, copies of which are included as part of these minutes:

|                                    |               |
|------------------------------------|---------------|
| #800 (Bill List) in the amount of  | \$ 56,165.11  |
| #800-A (Payroll) in the amount of  | \$ 51,664.82  |
| #800-B (Checking) in the amount of | \$ 0.00       |
| TOTAL:                             | \$ 107,829.93 |

|                                    |              |
|------------------------------------|--------------|
| #801 (Bill List) in the amount of  | \$ 43,041.89 |
| #801-A (Payroll) in the amount of  | \$ 51,826.49 |
| #801-B (Checking) in the amount of | \$ 0.00      |
| TOTAL:                             | \$ 94,868.38 |

|                                   |              |
|-----------------------------------|--------------|
| #802 (Bill List) in the amount of | \$ 33,663.93 |
| #802-A (Payroll) in the amount of | \$ 57,442.67 |

|                                    |    |           |
|------------------------------------|----|-----------|
| #802-B (Checking) in the amount of | \$ | 0.00      |
| TOTAL:                             | \$ | 91,106.60 |

A motion was made by Mr. Stewart, seconded by Ms. Perez to approve the meeting minutes for September 15, 2020.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 1: Ms. Giles

The motion passed.

A motion was made by Ms. Riales, seconded by Mr. Stewart to approve the Treasurer's report and Approval of Bills-Reports # 800, 800-A, 800-B; #801, 801-A, 801-B; #802, 802-A, 802-B.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 1: Ms. Giles

The motion passed.

**Other Committee Reports:**

A. Administrative Committee Report: The Administrative Committee met on September 24, 2020 to discuss the open position of Outreach Librarian. Ms. Riales is now the Chairman.

B. Building and Grounds Committee: NO REPORT

C. Finance Committee: The Finance Committee met on October 7, 2020 to discuss the proposed FY2021 Budget and Levy.

D. Public Relations and Legislative Committee: NO REPORT

E. Planning and Development Committee: The Planning and Development Committee met on October 6, 2020 to discuss the boiler project and the renovation project.

F. RAILS Committee: NO REPORT

**Unfinished Business:**

1. Boiler project status:

These are dates given at the meeting:

10/8/20: Specifications ready for review

10/22/20: Out to bid

11/19/20: Bid opening

(11/26/20 Thanksgiving)

12/8/20: Bids awarded at regular Board meeting  
12/21/20: Submittals received  
01/04/21: Equipment ordered  
04/19/21: Project starts  
05/28/21: Project complete

**New Business:**

A motion was made by Ms. Clements, seconded by Ms. Riales to approve Intergovernmental Agreement (required as part of application for CARES Act Funds).  
A roll call vote was taken.

AYES: 6: Ms. Clements, Pastor Horton, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart  
NAYS: 0:  
ABSTAIN:0:  
ABSENT:1: Ms. Giles  
The motion passed.

A motion was made by Ms. Riales, seconded by Mr. Stewart to approve travel costs from Trustees Smith, Riales, Clements, Stewart, Giles and Perez's attendance of ALA Midwinter Conference in Philadelphia.  
A roll call vote was taken.

AYES: 6: Ms. Clements, Pastor Horton, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart  
NAYS: 0:  
ABSTAIN:0:  
ABSENT:1: Ms. Giles  
The motion passed.

A motion was made by Mrs. Smith, seconded by Mr. Stewart to approve travel costs from Trustees Smith, Riales, Clements, Stewart, Giles and Perez's attendance of PLA 2020 Conference.  
A roll call vote was taken.

AYES: 6: Ms. Clements, Pastor Horton, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart  
NAYS: 0:  
ABSTAIN:0:  
ABSENT:1: Ms. Giles  
The motion passed.

A motion was made by Ms. Riales, seconded by Mr. Stewart to FY21 Budget/Levy.  
A roll call vote was taken.

AYES: 6: Ms. Clements, Pastor Horton, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart  
NAYS: 0:  
ABSTAIN:0:  
ABSENT:1: Ms. Giles

The motion passed.

A motion was made by Ms. Riales, seconded by Mrs. Smith to approve Closed Dates for 2021.  
A roll call vote was taken.

AYES: 6: Ms. Clements, Pastor Horton, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart  
NAYS: 0:  
ABSTAIN:0:  
ABSENT:1: Ms. Giles  
The motion passed.

A motion was made by Ms. Riales, seconded by Ms. Clements to approve meeting dates for 2021 on the second Tuesday of the month.  
A roll call vote was taken.

AYES: 6: Ms. Clements, Pastor Horton, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart  
NAYS: 0:  
ABSTAIN:0:  
ABSENT:1: Ms. Giles  
The motion passed.

A motion was made by Mr. Stewart, seconded by Mrs. Perez to table the renovation plan proposal until the November 2020 meeting, based on Attorney Jarad's advice about the Local Government Professional Services Selection Act (50 ILCS 510/8).  
A roll call vote was taken.

AYES: 6: Ms. Clements, Pastor Horton, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart  
NAYS: 0:  
ABSTAIN:0:  
ABSENT:1: Ms. Giles  
The motion passed.

A motion was made by Ms. Riales, seconded by Mr. Stewart to remove Kristin Schultz and Deborah Giles' names from the mutual funds and replace with Director Amy Crump and Trustee Mary Clements.  
A roll call vote was taken.

AYES: 6: Ms. Clements, Pastor Horton, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart  
NAYS: 0:  
ABSTAIN:0:  
ABSENT:1: Ms. Giles  
The motion passed.

**Communication/Announcements:** None

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

A motion was made by Ms. Riales, seconded by Pastor Horton that the Board convene into Closed Session at 7:07 pm for:

a. Discussion 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. Discussion of litigation when an action against, affecting or on behalf of the public body has been filed or is pending or when the public body finds an action is probable or imminent, in which case, the basis for this shall be recorded in the closed meeting minutes under ILCS 5 120/Section 2(c)(11).

A roll call was taken.

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

NAYS: 0:

ABSTAIN:0:

ABSENT:1: Ms. Giles

The motion passed.

A motion was made by Ms. Riales, seconded by Ms. Perez that the Board convene into Open Session at 7:58 pm.

A roll call was taken.

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

NAYS: 0:

ABSTAIN:0:

ABSENT:1: Ms. Giles

The motion passed.

Public Comment: None

**Adjournment:** Ms. Clements moved to adjourn the meeting and Ms. Perez second the motion. The meeting adjourned at 8:00 p.m.

A roll call was taken.

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

NAYS: 0:

ABSTAIN:0:

ABSENT:1: Ms. Giles

The motion passed.

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Reginald Stewart, Secretary