

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
Remote Virtual Meeting
Meeting Minutes
April 14, 2020

The virtual regular meeting of the Board of Trustees of the Bellwood Public Library was called to order at 6:17 p.m. by Mrs. Smith, President.

Present: (all via Zoom)

Ms. Mary Clements
Ms. Deborah Giles
Ms. Maria Perez
Ms. Constance Riales
Mrs. Dorothy Smith
Mr. Reginald Stewart
Pastor Michael Horton (arrived at 6:50 pm, due to technical difficulties)

Absent: None

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

Temporary Public Comment Rules for the 4/14/2020 Virtual Regular Meeting due to COVID-19 pandemic (see rules attached to Agenda):

A motion was made by Ms. Perez, seconded by Mr. Stewart to approve the Temporary Public Comment Rules due to COVID-19 Pandemic.

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.

Public Comment: None

Treasurer's Reports & Statement of Bills for approval: Treasurer/Finance Committee Report.

Reports of Bills: #796, #796-A, & #796-B. The following reports of bills were submitted, copies of which are included as part of these minutes:

A motion was made by Ms. Riales, seconded by Ms. Clements to approve the Treasurer's Report and approval of bills #796,796-A, 796-B.

Discussion: Trustee Giles requested that the last three months of credit card bills be sent to her. President Smith answered that the requested items will be sent to the entire Board.

A motion was made by Ms. Riales, seconded by Ms. Clements to approve the Treasurer's Report and approval of bills #796,796-A, 796-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.

Review & Approval of Prior Meeting Minutes (3/10/2020 regular meeting)

A motion was made by Ms. Clements, seconded by Ms. Perez to approve the prior meeting minutes for March 10, 2020.

Discussion: Trustee Giles complained that the minutes from March were not complete because they did not include her remarks about the travel arrangements to the PLA Conference in February 2020. For the record, her complaints included the following:

1. That Trustee Giles did not travel on the same flight with all the Bellwood trustees to the conference. (Director's note: two trustees were on different flights, four trustees were on one flight and the Library Director was on a fourth flight. Some of the scheduling had to do with redeeming vouchers from the airline.)
2. That Trustee Giles did not stay in the same hotel with all the Bellwood trustees at the conference. (Director's note: all seven attendees from the Bellwood Library stayed at the Holiday Inn Express Nashville Downtown.)
3. That the Library Director is "aiding and abetting" the above behaviors from the Bellwood Board of Trustees.
4. Trustee Giles also requested that the Director's Report be included in the minutes. Ms. Giles was informed that was not required by law or even necessary because the Director Reports are posted on the Bellwood Library website.

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: 1: Pastor Horton

The motion passed.

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: No Report
- E. Planning and Development Committee: No Report
- F. RAILS Committee: No Report

Unfinished Business: None

New Business: Amendment to Vacation Policy, concerning employees' accrual of vacation time, commencing on May 1, 2020, and thru the duration that Library remains closed due to the COVID-19 Pandemic.

A motion was made by Ms. Riales, seconded by Mr. Stewart to approve the Amended Vacation Policy.

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.

Pastor Horton arrived at 6:50 p.m.

New Business: Staffing Plan & Staff Compensation During the Library's Closure due to COVID-19 Pandemic.

A motion was made by Ms. Clements, seconded by Mrs. Smith to approve through April 30, 2020, or until the Governor's Order is lifted so that the library safely re-opens to the public, whichever occurs first, that all part-time employees be paid the number of hours that the employee worked over a two week period at the employees regular rate before the pandemic, and that full-time employees be paid their full regular compensation at their regular rate before the pandemic, with benefits for eligible employees to continue uninterrupted through April 30, 2020. A roll call vote was taken.

AYES: 7: Ms. Clements, Ms. Giles, Pastor Horton, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 0:

The motion passed unanimously.

A motion was made by Ms. Clements, seconded by Mrs. Riales to approve that beginning on May 1, 2020, and until either the Governor's Order is lifted or until the Library determines otherwise, whichever occurs first, that all employees continue to receive their compensation with the Vacation Policy, as amended to go into effect, and with at least two work days of

Grandfathered Vacation Time per week to be used for staff who have it.

See also attached Vacation Policy, corrected 4/12/2020 date to 4/14/2020

A roll call vote was taken.

AYES: 7: Ms. Clements, Ms. Giles, Pastor Horton, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart

NAYS: 0:

ABSTAIN: 0:

ABSENT: 0:

The motion passed unanimously.

New Business: Administration's Request to Utilize Electronic Bill-Payment for Providers or Vendors Who Offer It.

A motion was made by Ms. Perez, seconded by Ms. Riales to approve the request utilizing electronic bill-payment for any providers or vendors who offer it.

A roll call vote was taken.

AYES: 7: Ms. Clements, Ms. Giles, Pastor Horton, Ms. Perez, Ms. Riales, Mrs. Smith, Mr. Stewart.

NAYS: 0:

ABSTAIN: 0:

ABSENT:0:

The motion passed unanimously.

Communications/Announcements: Patron Suggestions.

None

Library Director's Report:

As stated. A copy of the Library Director's Report will be posted on the Library's website along with the minutes.

Public Comment:

None

Adjournment: The meeting was adjourned at 7:20 p.m.

Reginald Stewart, Secretary

