

## Bellwood Public Library

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[www.bellwoodlibrary.org](http://www.bellwoodlibrary.org)



Annual Organization  
Remote Virtual Meeting  
Annual Organization Meeting Minutes  
May 12, 2020

Mrs. Smith, President, called the Annual Organization meeting of the Board of Trustees of the Bellwood Public Library to order at 6:13 p.m.

**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, Business Manager, Ashley Matthews, Administrative Assistant, Lili Savage, Library Attorney Dee Jarod and 0 members of the public.

**Public Comment:** None

Appointment of Standing Committees by President.

**1. Finance Committee**

Chairperson: Ms. Mary Clements  
Committee Member: Mr. Reginald Stewart

**2. Administrative Committee**

Chairperson: Mrs. Dorothy Smith  
Committee Member: Ms. Constance Riales

**3. Building and Grounds Committee**

Chairperson: Pastor Michael Horton  
Committee Member: Ms. Mary Clements

**4. Public Relations and Legislation Committee**

Chairperson: Ms. Maria Perez  
Committee Member: Ms. Constance Riales

**5. Planning and Development Committee**

Chairperson: Mr. Reginald Stewart

Committee Person: Pastor Michael Horton

**6. Reaching Across Illinois Library Systems (RAILS) Committee**

Chairperson: Ms. Deborah Giles

Committee Member: Pastor Michael Hoton

Annual Organization Meeting Adjournment: Ms. Riales moved to adjourn the meeting and Mr. Stewart second the motion. The meeting adjourned at 6:16 p.m.

Regular Board  
Remote Virtual Meeting  
Regular Meeting Minutes  
May 12, 2020

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

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, Business Manager, Ashley Matthews, Administrative Assistant, Lili Savage, Library Attorney Dee Jarod and 2 members of the public.

Public Comment: None

**Finance Committee Report:**

Reports of Bills: #797, #797-A, & #797-B. The following reports of bills were submitted, copies of which are included as part of these minutes:

#797 (Bill List) in the amount of	\$ 36,853.10
#797-A (Payroll) in the amount of	\$ 50,628.83
#797-B (Checking) in the amount of	\$ 0.00

TOTAL: \$ 87,481.93

The Treasurer’s Report and Approval of Bills #797,797-A, 797-B was TABLED.

Discussion:

1. A copy of the Visa Credit Card Statement will be included with every Bill List Report

2. A copy of Visa statement emailed to Board from the Director
3. A request of all Visa credit card statements sent to the Board from when the director's name was added to account.

A motion was made by Ms. Clements, seconded by Ms. Perez to approve the prior meeting minutes for April 14, 2020.

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.

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: NO REPORT

E. Planning and Development Committee: NO REPORT

F. RAILS Committee: NO REPORT

**Unfinished Business:** NONE

**New Business:**

A motion was made by Ms. Perez, seconded by Mr. Stewart to approve the Re-Opening Plan prepared by the staff's S.A.F.E. Team (Safe Accommodations for Everyone).

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.

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

**Public Comment:**

None

**Adjournment:** Ms. Riales moved to adjourn the meeting and Mr. Stewart second the motion. The meeting adjourned at 6:59 p.m.

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Reginald Stewart, Secretary