

## Bellwood Public Library

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

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



### Regular Board Remote Virtual Meeting Minutes December 13, 2022

Mrs. Smith, President, called the Bellwood Public Library Board of Trustees meeting to order at 6:08 p.m.

#### Present:

Ms. Mary Clements  
Ms. Constance Riales  
Mr. Reginald Stewart  
Mrs. Dorothy Smith

#### Absent:

Ms. Deborah Giles  
Pastor Michael Horton  
Ms. Maria Perez

Also in attendance: Library Director Amy Crump, Administrative Assistant Lili Savage, and Mark Winger from FQC.

Mark Winger gave an update on construction and construction material issues. He invited the board to come to take a look at the construction thus far.

#### **Public Comment:** None

A motion was made by Ms. Clements, seconded by Ms. Riales to approve the meeting minutes for November 8, 2022.

A roll call vote was taken.

AYES: 4: Ms. Clements, Ms. Riales, Mr. Stewart, Mrs. Smith

NAYS: 0:

ABSTAIN: 0:

ABSENT: 3: Ms. Giles, Pastor Horton, Ms. Perez

The motion passed.

Trustee Maria Perez arrived at 6:11 p.m.

Library Attorney Dee Jarad arrived at 6:14 p.m.

**Finance Committee Report:**

Ms. Clements gave the finance report which included: Reports of Bills: #828, 828-A, & 828-B. The following reports of bills were submitted, copies of which are included as part of these minutes:

#828 (Bill List) in the amount of	\$ 302,487.67
#828-A (Payroll) in the amount of	\$ 60,804.10
#828-B (Checking) in the amount of	\$ 10.00
TOTAL:	\$ 363,301.77

A motion was made by Ms. Riales, seconded by Ms. Clements for approval of Bills-Reports #828, 828-A, & 828-B. The Treasurer’s Report will be filed for audit.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Giles, Pastor Horton

The motion passed.

**Other Committee Reports:**

- a. Administration Committee (Chair: Vice-President Riales)
  - i. No meeting in November.
- b. Building and Grounds Committee (Chair: President Clark-Smith)
  - i. No meeting in November. The Library Director is attending weekly Construction meetings with FQC and Product Architecture + Design for the duration of the ongoing renovation.
- c. Finance Committee (Chair: Treasurer Clements)
  - i. No meeting in November. The Village of Bellwood Levy Meeting is on December 21<sup>st</sup> at 5:45 p.m.
- d. Planning and Development Committee (Chair: Secretary Stewart)
  - i. No meeting in November.
- e. Public Relations and Legislation Committee (Chair: Trustee Perez) Read by President Smith
  - i. No meeting in November. Governor’s Disaster Proclamation remains in effect for 30 days.
- f. Reaching Across Illinois Library Systems --RAILS (Chair: Pastor Horton) Read by President Smith.
  - i. No meeting in November.

**Unfinished Business:**

- a. A motion was made by Ms. Clements, seconded by Ms. Perez to approve the removal of Kristin Schultz as officer of the Library’s credit card account at TMC Bank and placing Amy Crump as officer of said credit card account at TMC Bank.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Giles, Pastor Horton

The motion passed.

**New Business:**

- a. A motion was made by Ms. Riales, seconded by Ms. Perez to approve Ms. Clements travel expenses to the ILA Conference 2022 in Rosemont.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Giles, Pastor Horton

The motion passed.

- b. A motion was made by Ms. Riales, seconded by Mr. Stewart to approve Ms. Perez’s travel expenses to the ILA Conference 2022 in Rosemont.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Giles, Pastor Horton

The motion passed.

- c. A motion was made by Mr. Stewart, seconded by Ms. Clements to approve Ms. Riales’ travel expenses to the ILA Conference 2022 in Rosemont.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Ms. Giles, Pastor Horton  
The motion passed.

- d. A motion was made by Ms. Clements, seconded by Ms. Riales to approve Mr. Stewart's travel expenses to the ILA Conference 2022 in Rosemont.  
A roll call vote was taken.

AYES: 5: Ms. Clements, Ms. Perez, Ms. Riales, Mr. Stewart, Mrs. Smith  
NAYS: 0:  
ABSTAIN: 0:  
ABSENT: 2: Ms. Giles, Pastor Horton  
The motion passed.

President Smith returned the stipend check to the library for the 2022 ILA Conference.

A discussion took place about Trustee Giles' lack of response to email and phone calls regarding the June 2022 trip to the ALA Conference in Washington DC. As of the December Board meeting, she has not submitted any receipts nor returned the advance stipend money.

A discussion about a new logo for the library.

A discussion about etching the renovation date into cornerstone with original building date.

- e. A motion was made by Ms. Riales, seconded by Mr. Stewart to approve closing the library from January 3<sup>rd</sup> through 19<sup>th</sup> for third round of asbestos abatement and moving back upstairs.  
A roll call vote was taken.

AYES: 5: Ms. Clements, Ms. Perez, Ms. Riales, Mr. Stewart, Mrs. Smith  
NAYS: 0:  
ABSTAIN: 0:  
ABSENT: 2: Ms. Giles, Pastor Horton  
The motion passed.

**Communication/Announcements:** None

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

**Public Comment:** President Smith thanked everyone for supporting the library and Merry Christmas. Ms. Perez thanked the staff for sending the holiday cards.

**Adjournment:** Ms. Clements moved to adjourn the meeting, Mr. Stewart seconded the motion. The meeting adjourned at 7:05 p.m.  
A roll call was taken.

AYES: 4: Ms. Clements, Ms. Perez, Mr. Stewart, Mrs. Smith

NAYS: 0:

ABSTAIN: 0:

ABSENT: 3: Ms. Giles, Pastor Horton, Ms. Riales

The motion passed.

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Reginald Stewart, Secretary