

Bellwood Public Library

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Board Meeting Minutes March 11, 2015

The regular monthly meeting of the Board of Trustees of the Bellwood Public Library was called to order at 6:15 pm by Mrs. Smith, President, in the Small Meeting Room.

Present:

Mr. Elliott
Mrs. Greene
Pastor Horton
Mrs. Smith

Absent: Miss Archibald, Ms. Carr, and Ms. Tharpe

Also in attendance: Jacqueline Spratt, Director of the Bellwood Public Library, Chris Randall, Business Manager, Ashley Matthews, Administrative Assistant, Mary Clemons, Chuck Baxter, Alan Devey, Accounts Executive of Cook and Kocher Insurance Group, and Jack Cook, Owner of Cook and Kocher Insurance Group

Public Comment: None

Alan Devey, Accounts Executive of Cook and Kocher Insurance Group, and Jack Cook, Owner of Cook and Kocher Insurance Group presented their insurance proposals

A motion was made by Mr. Elliott, seconded by Mrs. Greene to approve the Consent Agenda items as presented.

A roll call vote was taken.

AYES: 4: Mr. Elliott, Mrs. Greene, Pastor Horton, Mrs. Smith,

NAYS: 0

ABSENT: 3: Miss Archibald, Ms. Carr, Ms. Tharpe

The motion was carried by unanimous vote.

The Board agreed to remove the motion that the President of the Bellwood Library Board cannot chair a committee because he/she is a member of all committees, and to add it to the policy that is currently being updated.

Ms. Carr arrived at 6:26 pm.

A motion was made by Mrs. Greene, seconded by Ms. Carr to approve the internal audit by Benford

Brown and Associates, LLC.
A roll call vote was taken.

AYES: 5: Ms. Carr, Mr. Elliott, Mrs. Greene, Pastor Horton, Mrs. Smith,
NAYS: 0

ABSENT: 2: Miss Archibald, Ms. Tharpe
The motion was carried by unanimous vote.

Finance Committee Report:

A. Reports of Bills #735, # 735-A, #735-B: The following reports of bills were submitted, copies of which are included as part of these minutes:

#735 (Bill List) in the amount of	\$ 41,103.69
#735-A (Payroll) in the amount of	\$ 58,958.30
#735-B (Checking) in the amount of	\$ 1,075.38
TOTAL:	\$ 101,137.37

1. Transfer of Funds: \$50,000

2. Reinvestments: None

A motion was made by Mrs. Greene, seconded by Mr. Elliott to accept the Finance Committee Report as read.

A roll call vote was taken.

AYES: 5: Ms. Carr, Mr. Elliott, Mrs. Greene, Pastor Horton, Mrs. Smith,
NAYS: 0

ABSENT: 2: Miss Archibald, Ms. Tharpe
The motion was carried by unanimous vote.

Other Committee Reports:

B. Administrative Committee Reports: Mrs. Greene reported that the staff did an outstanding job, especially Youth Services in helping prepare the "Teen Room". This involved shifting of books, changing the shelves, decorating the room, and painting the walls. Mr. Johnson painted the walls in the "Teen Room".

Tony Brown, the Computer Tech, worked very hard to make sure our computers were installed with the proper software.

C. Building and Grounds Committee: Mrs. Greene reported that despite the cold weather, the building has remained warm. Thus far, our furnace has continued to furnish the library with adequate heat. In prior years, we have had heating issues that have resulted in several service calls.

D. Public Relations and Legislative Committee: Pastor Horton reported that Jacqueline Spratt

attended the monthly Bellwood Chamber of Commerce meeting on February 3, 2015 as well as their event held on Thursday, February 26, in which Karen A. Yarbrough, Cook County Recorder of Deeds, was the guest speaker. Ms. Yarbrough informed attendees of “scammers that are filing forged deed transfers to steal property. Once recorded, these documents means, you will no longer own your home, even if you have paid it off”. In order to avoid this situation home owners must call (312) 603-4000 or visit CookRecorder.com and enter your property Index Number from your tax bill. Once your property has been registered, home owners will receive an alert any time a document is recorded against their property.

Mrs. Spratt also attended the “Annual Black History Program,” hosted by the Village of Bellwood on Sunday, February 22, 2015. Mayor Pasquale, Lena Moreland-Clerk, Police & Fire Chief Harvey, Governor Rauner, Representative Chris Welch, Senator Kimberly Lightford and other government officials were also in attendance.

E. Planning and Development Committee: Mr. Elliott reported that Tables and chairs have been ordered for Youth Services and Adult Services Departments. We hope to receive them by the end of April 2015.

Debra Vines of the Answer will share the results of attending the forum in Springfield, IL on autism. We will work with her on the “special needs” collection.

F. RAILS Committee: Ms. Carr reported that RAILS has formed a System Membership Standards Committee to examine current system membership requirements and make recommendations for changing and strengthening them. The overall goal is to help libraries and library staff provide the best service possible to their communities. The process will take several months and all RAILS members will have an opportunity to provide input”.

Jacqueline Spratt is serving on the sub-committee dealing with customer service.

A motion was made by Mrs. Greene, seconded by Mr. Elliott that the Board convenes into Closed Session under Section (C) (1) of the Open Meetings Act for the discussion of appointments, employment, compensation, discipline performance or dismissal of personnel at 6:46 p.m.

A roll call vote was taken.

AYES: 5: Ms. Carr, Mr. Elliott, Mrs. Greene, Pastor Horton, Mrs. Smith,

NAYS: 0

ABSENT: 2: Miss Archibald, Ms. Tharpe

The motion was carried by unanimous vote.

A motion was made by Mr. Elliott, seconded by Ms. Carr that the Board reconvenes to regular session at 7:22 pm.

A roll call vote was taken.

AYES: 5: Ms. Carr, Mr. Elliott, Mrs. Greene, Pastor Horton, Mrs. Smith,

NAYS: 0

ABSENT: 2: Miss Archibald, Ms. Tharpe

The motion was carried by unanimous vote.

Communications: The Village of Hillside invited the Bellwood Library board to attend their athlete parade on April 25th 2015. Ms. Carr, Mrs. Smith, and Mrs. Greene will be attending.

Old Business: The Board would like to attend the ALA Conference in San Francisco this summer.

New Business: None

Adjournment: A motion was made by Mrs. Smith to adjourn the meeting at 7:46 pm. A roll call was taken. All Ayes. The meeting was adjourned. Voice vote: All Ayes.

Ashley Matthews, Administrative Assistant