



**Bellwood Public Library
Annual Board Meeting Minutes
January 14, 2015**

The Annual Meeting of the Board of Trustees of the Bellwood Public Library was called to order at 6:03 p.m. by President Mrs. Smith in the Small Meeting Room.

Present:

Ms. Carr
Mr. Elliott
Ms. Greene
Mrs. Smith

Absent: Miss Archibald, Pastor Horton and Ms. Tharpe

Also in attendance: Jackie Spratt, Director, Kristin Schultz, Adult Services Librarian, Sophia Brown, Youth Services Manager, Linda Dupree, Circulation Manager, Chris Randall, Business Manager and La Coulton J. Walls, Esq. of the Law offices of La Coulton J. Walls & Associates, P.C.

The meeting was turned over to Mrs. Smith to act as secretary.

Election of Officers:

President:

Ms. Greene nominated Mrs. Smith
Seconded by Mr. Elliott
All Ayes

Mrs. Smith is the 2015 Library Board President.

Vice President:

Ms. Greene nominated Mr. Elliott
Seconded by Ms. Carr
All Ayes

Mr. Elliott is the 2015 Library Board Vice President.

Secretary:

Mrs. Smith nominated Ms. Greene
Seconded by Ms. Carr
All Ayes

Ms. Greene is the 2015 Library Board Secretary.

Treasurer:

Ms. Greene nominated Ms. Carr
Seconded by Mrs. Smith
All Ayes

Ms. Carr is the 2015 Library Board Treasurer.

The meeting was turned over to the 2015 officers.

Roll Call:

Ms. Carr
Mr. Elliott
Ms. Greene
Mrs. Smith

A motion was made by Ms. Green, seconded by Ms. Carr 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 6:09 p.m.
A roll call vote was taken.

Ayes: 4: Ms. Carr, Mr. Elliott, Ms. Greene and Mrs. Smith

Nays: 0

Absent: 3: Miss Archibald, Pastor Horton and Ms. Tharpe

The motion was carried by unanimous vote.

A motion was made by Ms. Greene, seconded by Ms. Carr that the Board reconvene to regular session at 6:20 p.m.

A roll call vote was taken.

Ayes: 4: Ms. Carr, Mr. Elliott, Ms. Greene and Mrs. Smith

Nays: 0

Absent: 3: Miss Archibald, Pastor Horton and Ms. Tharpe

The motion was carried by unanimous vote.

Ms. Carr inquired about the responsibilities of the Library Board Treasurer. Mrs. Smith and Ms. Greene gave her a short summary and referred her to her policy & procedures manual for more clarification. A future date will be planned for Ms. Carr & Chris Randall (Business Manager) to get together to discuss the interworking's of the financial reports and from where the data for it is collected.

Committee Appointments:

Mrs. Smith set the committee appointments for 2015 as follows...

Finance:

Ms. Carr, Chairperson

Ms. Green

Administration:

Ms. Greene, Chairperson

Ms. Tharpe

Pastor Horton

Public Relations & Legislative:

Pastor Horton, Chairperson

Mr. Elliott

Buildings & Grounds:

Ms. Tharpe, Chairperson

Pastor Horton

Ms. Carr

Planning & Development:

Mr. Elliott, Chairperson

Mrs. Smith

Ms. Greene

R.A.I.L.S.:

Ms. Carr, Chairperson

Ms. Greene

Designation Banks as Depositories for Library Funds:

A motion was made by Ms. Greene, seconded by Mr. Elliot to keep the depositories of library funds the same as shown on the Treasurer's Report for January.

A roll call vote was taken.

Ayes: 4: Ms. Carr, Mr. Elliott, Ms. Greene and Mrs. Smith

Nays: 0

Absent: 3: Miss Archibald, Pastor Horton and Ms. Tharpe

The motion was carried by unanimous vote.

Set Meeting Night and Time:

A motion was made by Mr. Elliott, seconded by Ms. Greene that the regular monthly meeting of the Board of Trustees shall continue to be on the second Wednesday of the month at 6:00 p.m.

A roll call vote was taken.

Ayes: 4: Ms. Carr, Mr. Elliott, Ms. Greene and Mrs. Smith

Nays: 0

Absent: 3: Miss Archibald, Pastor Horton and Ms. Tharpe

The motion was carried by unanimous vote.

Public Comment: None

Mrs. Smith adjourned the Annual Board Meeting @ 6:30 p.m.