

## **Bellwood Public Library**

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

### Regular Board Meeting Minutes September 10, 2024

Ms. Riales, President, called the Bellwood Public Library Board of Trustees meeting to order at 6:32 p.m.

Present:

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

Absent:

Pastor Horton  
Ms. Maria Perez

Also in attendance: ABS Dept. Head Kara Spizzirri and Administrative Assistant Lili Savage.  
There were six community members present.

Library Attorney Dee Jarad. arrived at 6:35 p.m.

Public Comment: None

A motion was made by Mr. Stewart, seconded by Mrs. Smith that the board convene into Closed Session at 6:50 p.m. for:

Pursuant to Section 2(c)(1) of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or specific volunteers of the public body or legal counsel for the public body.  
A roll call vote was taken.

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

NAYS: 0:

ABSTAIN:0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

A motion was made by Mr. Stewart, seconded by Ms. Chase to reconvene to the regular session at 7:16 p.m.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN:0:

ABSENT:2: Pastor Horton, Ms. Perez

The motion passed.

A motion was made by Ms. Chase, seconded by Mr. Stewart to approve the meeting minutes for June 18, 2024, July 29, 2024 and August 27, 2024.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

**Finance Committee Report:**

Ms. Clements gave the finance report which included: Reports of Bills: #846, 846-A, & 846-B; Reports #848, 848-A, 848-B; Reports # 849, 849-A, 849-B. The following reports of bills were submitted, copies of which are included as part of these minutes:

#847 (Bill List) in the amount of	\$ 62,302.92
#847-A (Payroll) in the amount of	\$ 99,404.66
#847-B (Checking) in the amount of	\$ 0.00
TOTAL:	\$ 161,707.58
#848 (Bill List) in the amount of	\$ 46,546.50
#848-A (Payroll) in the amount of	\$ 71,304.76
#848-B (Checking) in the amount of	\$ 10.00
TOTAL:	\$ 117,861.26
#849 (Bill List) in the amount of	\$ 30,948.86
#849-A (Payroll) in the amount of	\$ 106,446.55
#849-B (Checking) in the amount of	\$ 10.00
TOTAL:	\$ 137,405.41

A motion was made by Ms. Chase, seconded by Mr. Stewart for approval of Bills-Reports #847, 847-A, & 847-B; #848, 848-A & 848-B; #849, 849-A & 849-B. The Treasurer's Report will be filed for audit.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

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

**Other Committee Reports:**

- a. Administration Committee (Chairman: Trustee Clark-Smith)
  - i. The committee met on September 5<sup>th</sup> and reviewed the minutes.
- b. Building and Grounds Committee (Chairman: Trustee Chase)
  - i. No report.
- c. Finance Committee (Chairman: Treasurer Clements)
  - i. No report
- d. Planning and Development Committee (Chairman: Secretary Stewart)
  - i. No report.
- e. Public Relations and Legislation Committee (President Riales for Chairman: Trustee Perez)
  - i. No report.

**Unfinished Business:** None

**New Business:**

A motion was made by Ms. Chase, seconded by Mr. Stewart for approval of second round-in person interviews with the candidates for position of Library Director.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

A motion was made by Ms. Chase, seconded by Mr. Stewart to table approval of a close date for the Library Director search to the October 8<sup>th</sup> meeting.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

A motion was made by Ms. Chase, seconded by Mr. Stewart for approval of staff climate survey questions and process to go to both current and former staff and to limit it to employees who resigned within one year.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT: 2: Pastor Horton, Ms. Perez

The motion passed.

A motion was made by Ms. Chase, seconded by Mr. Stewart for approval of staff climate survey start and end dates to be September 16, 2024- October 7, 2024.

A roll call vote was taken.

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

NAYS: 0:

ABSTAIN: 0:

ABSENT:2: Pastor Horton, Ms. Perez

The motion passed.

**Communication/Announcements:** None

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

**Public Comments:**

1. What is the \$77, 000 Speaker Welch Improvement Award to be used for?
2. Is there an update on the accounting firm search?

**Adjournment:** Ms. Clements moved to adjourn the meeting, Ms. Chase seconded the motion. The meeting adjourned at 7:58 p.m. All voted by voice, Aye.

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Reginald Stewart, Secretary