

MINUTES  
ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
November 8, 2016

- PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 3:01 pm by President McKendree. Roll was called. Present were Trustees Ceretto, Dujsik, Engelbrecht, Olson and President McKendree. Absent were Trustee Buerger and Trustee Schneider. A quorum was present. Director Cottonaro, Ms. Pajor, Adult Services Manager; Ms. Malysa, Youth Services Manager; Ms. Leyva, Patron Services Manager; Attorney Gary Perlman and Mr. Poremba, public were also in attendance.
- PAR. 2 In the absence of Board Secretary Schneider, President McKendree appointed Trustee Dujsik as Secretary Pro-tem.
- PAR. 3 The Pledge of Allegiance was recited.
- PAR. 4 **MINUTES:** The minutes of the October 11, 2016 regular board meeting were presented for disposition.
- PAR. 5 Motion made by Trustee Dujsik, seconded by Trustee Ceretto, to approve the minutes of October 11, 2016, as presented. Motion carried by voice vote 5 – 0.
- PAR. 6 **ATTORNEY’S REPORT:** Attorney Perlman presented for approval *ORDINANCE NO. 16-11-1 ENTITLED; AN ORDINANCE PROVIDING FOR THE LEVYING, ASSESSMENT AND COLLECTION OF TAXES FOR CORPORATE AND OTHER PURPOSES IN THE ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017.*
- PAR. 7 Motion made by Trustee Ceretto, seconded by Trustee Olson, to accept and place on file *ORDINANCE NO. 16-11-1 ENTITLED; AN ORDINANCE PROVIDING FOR THE LEVYING, ASSESSMENT AND COLLECTION OF TAXES FOR CORPORATE AND OTHER PURPOSES IN THE ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017*, as presented. Roll #1 was called. Voting was ‘AYE’ by Trustee Ceretto, Dujsik, Engelbrecht, Olson and President McKendree. No ‘NAYS’. Motion carried 5 – 0.
- PAR. 8 Attorney Perlman presented for approval *RESOLUTION NO. 16-11-R-2, A RESOLUTION APPROVING AND ADOPTING A POLICY REGARDING THE DELIVERY AND SALE OF ALCOHOLIC LIQUOR IN BUILDINGS OWNED BY THE ALSIP- MERRIONETTE PARK PUBLIC LIBRARY DISTRICT.*

- PAR. 9 Motion made by Trustee Ceretto, seconded by Trustee Dujsik, to accept and place on file *RESOLUTION NO. 16-11-R-2, A RESOLUTION APPROVING AND ADOPTING A POLICY REGARDING THE DELIVERY AND SALE OF ALCOHOLIC LIQUOR IN BUILDINGS OWNED BY THE ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT*, as presented. Roll #2 was called. Voting was ‘AYE’ by Trustee Ceretto, Dujsik, Engelbrecht, Olson and President McKendree. No ‘NAYS’.  
Motion carried 5 – 0.
- PAR. 10 **OFFICERS’ REPORTS:**
- PAR. 11 **PRESIDENT’S REPORT:** President McKendree suggested the fabric chairs in the library be cleaned.
- PAR. 12 Director Cottonaro said she would relay the message to the maintenance department.
- PAR. 13 Director Cottonaro asked President McKendree how the PLOWS Council on Aging luncheon was. President McKendree was honored for her numerous contributions to local agencies.
- PAR. 14 President McKendree and Trustee Ceretto both stated that the luncheon was very nice.
- PAR. 15 President McKendree also reported that she received a lovely plaque.
- PAR. 16 **VICE PRESIDENT:** No Report.
- PAR. 17 **SECRETARY:** President McKendree inquired about the annual holiday luncheon.
- PAR. 18 Director Cottonaro informed the trustees of the entrée selections for the afternoon luncheon and said the cost would be well below the board approved total.
- PAR. 19 It was the consensus of the board to go along with the afternoon luncheon on December 2, 2016.
- PAR. 20 **TREASURER:** The Treasurer’s Report dated October 2016 was presented for approval.
- PAR. 21 Motion made by Trustee Olson, seconded by Trustees Ceretto, to place on file the Treasurer’s Report dated October 2016, as presented. Motion carried by voice vote 5 – 0.
- PAR. 22 **FINANCE:** A list of bills dated November 8, 2016 was presented for payment.
- PAR. 23 Motion made by Trustee Ceretto, seconded by Trustee Dujsik, to approve the payment of the November 8, 2016 invoices in the amount of \$142,509.08, as presented. Roll #3 was called. Voting was ‘Aye’ by Trustee Ceretto, Dujsik, Engelbrecht, Olson and President McKendree. No ‘Nays’. Motion carried. 5 – 0.

- PAR. 24        **BUILDING & GROUNDS:** Director Cottonaro submitted proposals from Roy Erikson to furnish and install mulch around the library's landscaping.
- PAR. 25        It was the consensus of the board to have Director Cottonaro contact Roy Erikson to  
\*\* furnish and install landscaping mulch. This item will be put on the December 13, 2016 regular board meeting agenda for approval.
- PAR. 26        **POLICY:** No Report.
- PAR. 27        **BY-LAWS:** Trustee Engelbrecht presented the minutes of the September 20, 2016 By-Laws Committee meeting for disposition.
- PAR. 28        Motion made by President McKendree, seconded by Trustee Ceretto, to accept and place on file the minutes of the September 20, 2016 By-Laws Committee meeting. Motion carried by voice vote. 5 – 0.
- PAR. 29        **PUBLIC RELATIONS:** Director Cottonaro reported that patrons seem to be asking for more adult art programs. She said staff has been encouraged to consider more adult art programs.
- PAR. 30        **PERSONNEL:** No Report.
- PAR. 31        **TRUSTEE EDUCATION:** Trustee Dujcik provided a written report on his recent attendance at the Illinois Library Association Annual Trustee Day on October 20, 2016 in Rosemont, IL. He went on to say it was an interesting program.
- PAR. 32        **INSURANCE:** President McKendree stated the library should look into insurance coverage if a homebound library service is developed.
- PAR. 33        Director Cottonaro replied that she had inquired about the coverage and that the library's umbrella insurance should be sufficient.
- PAR. 34        **AD HOC COMMITTEE REPORTS:**
- PAR. 35        **HISTORY COMMITTEE:** Trustee Engelbrecht reported that he is still working on World War I library program for the spring of 2017 and that he met with Librarian Sussan Navabi from the Adult Services department. He stated that she was able to help him with the PowerPoint program.
- PAR. 36        He went on to report that he is currently collecting pictures for the PowerPoint.
- PAR. 37        He further reported that Ms. Navabi came up with a great idea to show a World War I film for patrons during the same week as his program.
- PAR. 38        President McKendree suggested a field trip for patrons to the Robert R. McCormick Museum and Garden in the spring.

- PAR. 39            President McKendree asked Director Cottonaro to research the possibility of such a field  
\*\* trip.
- PAR. 40            **LIBRARY DIRECTOR'S REPORT:** Director Cottonaro presented her report. Most  
items had been discussed. Her report was placed on file.
- PAR. 41            Director Cottonaro asked if the board would approve keeping the library open and staffed  
so that we may participate in the Alsip Chamber of Commerce 4th Annual Holiday on  
Pulaski on Friday, December 9, 2016.
- PAR. 42            It was the consensus of the board not to participate in the Holiday on Pulaski event but to  
allow the Alsip Chamber of Commerce the use of the library's parking lot for the event  
with the expectation that they clean the library parking lot afterwards.
- PAR. 43            **UNFINISHED BUSINESS:** No Report.
- PAR. 44            **NEW BUSINESS:** Director Cottonaro asked for approval to close the library on  
Wednesday, November 23, 2016 at 5:00 pm for the Thanksgiving holiday.
- PAR. 45            Motion made by Trustee Ceretto, seconded by Trustee Engelbrecht, to approve closing  
the library on Wednesday, November 23, 2016 at 5:00 pm for the Thanksgiving holiday.  
Roll #4 was called. Voting was 'Aye' by Trustee Ceretto, Dujsik, Engelbrecht, Olson,  
and President McKendree. No 'Nays'. Motion carried. 5 – 0.
- PAR. 46            Director Cottonaro informed the board of the upcoming Village of Alsip annual TIF  
Districts meeting to be held on November 14, 2016 at 11:00 am at the Alsip Village Hall.  
She went on to say that the only items on the agendas were to approve last year's minutes  
and discussion of the last year's report.
- PAR. 47            President McKendree stated she would be attending the meeting.
- PAR. 48            **PUBLIC DISCUSSION:** None.
- PAR. 49            Motion made by Trustee Ceretto, seconded by Trustee Olson, to adjourn the meeting at  
4:07 pm. Motion carried by voice vote 5 - 0.

GERALD DUJSIK, SECRETARY PRO-TEM

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ALSIP-MERRIONETTE PARK  
PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES

APPROVED-AMENDED \_\_\_\_\_ DATE \_\_\_\_\_  
/car \*\* Denotes follow-up required