

MINUTES
ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
July 8, 2014

- PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 7:30 pm by President McKendree. Roll was called. Present were Trustees Buergel, Ceretto, Dujsik, Engelbrecht, Olson, Schneider and President McKendree. A quorum was present. Ms. Cottonaro, Director; Ms. Regan, Business Manager; Ms. Pajor, Adult Services Manager; Ms. Malysa, Youth Services Manager; Ms. Sandra Leyva, Patron Services Manager, and Ms. Susana Leyva, Technical Services Manager were in attendance. Mr. Poremba, Mr. Buergel and Ms. Garrett, public were also in attendance.
- PAR. 2 The Pledge of Allegiance was recited.
- PAR. 3 **MINUTES:** The minutes of the June 10, 2014 regular board meeting were presented for disposition.
- PAR. 4 Motion was made by Trustee Dujsik, seconded by Trustee Olson, to approve the minutes of June 10, 2014 as corrected. Motion carried by voice vote. 7 – 0.
- PAR. 5 **ATTORNEY’S REPORT:** No Report.
- PAR. 6 **OFFICERS’ REPORTS:**
- PAR. 7 **PRESIDENT’S REPORT:** No Report.
- PAR. 8 **VICE PRESIDENT:** No Report.
- PAR. 9 **SECRETARY:** President McKendree would like Ms. Regan to explore options for the annual holiday celebration.
- PAR. 10 **TREASURER:** The Treasurers Report dated June 2014 was presented for approval.
- PAR. 11 Motion made by Trustee Dujsik, seconded by Trustee Olson, to accept and place on file the Treasurer’s Report dated June 2014, as presented. Motion carried by voice vote.7 – 0.
- PAR. 12 **FINANCE:** A list of bills dated July 8, 2014 was presented for payment.
- PAR. 13 Motion made by Trustee Ceretto, seconded by Trustee Buergel, to authorize and approve payment of the July 8, 2014 bills in the amount of \$139,695,83, as presented. Roll #1 was called. Voting was ‘Aye’ by Trustee Buergel, Ceretto, Dujsik, Engelbrecht, Olson, Schneider, and President McKendree. No ‘Nays’. Motion carried. 7 – 0.
- PAR. 14 **BUILDING & GROUNDS:** Ms. Cottonaro reported that installation on the new lawn sprinkler system will begin July 9, 2014.
- PAR. 15 **POLICY:** No Report.
- PAR. 16 **BY-LAWS:** No Report.
- PAR. 17 **PUBLIC RELATIONS:** No Report.
- PAR. 18 **PERSONNEL:** The minutes of the June 3, 2014 Personnel Committee meeting were presented for disposition.

- PAR. 19 Motion was made by Trustee Dujsik, seconded by Trustee Ceretto, to approve the minutes of the June 3, 2014 Personnel Committee meeting, as presented. Motion carried by voice vote. 7 – 0.
- PAR. 20 **TRUSTEE EDUCATION:** Ms. Cottonaro supplied all trustees with the requirements for the Per Capita and Equalization Aid Grant for Fiscal Year 2015. She went on to say that one of the requirements was that at least one board member attend an informational webinar about the *Edge Initiative*.
- PAR. 21 Ms. Cottonaro invited board members to either attend the webinar along with her at the library or on their own home computers.
- PAR. 22 President McKendree, Trustee Ceretto and Trustee Dujsik said they would be attending.
**
- PAR. 23 Ms. Cottonaro will register attending trustees.
- PAR. 24 **INSURANCE:** No Report.
- PAR. 25 **AD HOC COMMITTEE REPORTS:**
- PAR. 26 **HISTORY COMMITTEE:** No Report.
- PAR. 27 **LIBRARY DIRECTOR’S REPORT:** Ms. Cottonaro presented her report.
- PAR. 28 **UNFINISHED BUSINESS:** Ms. Cottonaro presented a tentative working budget for the fiscal year 2014 – 2015.
- PAR. 29 Discussion ensued. President McKendree encouraged all trustees to review the tentative budget and prepare notes for future discussion.
**
- PAR. 30 No motion was made.
- PAR. 31 **NEW BUSINESS:** Ms. Cottonaro presented for approval Ordinance 14-7-1, Non-Resident Library Card Fee.
- PAR. 32 Motion made by Trustee Ceretto, seconded by Trustee Dujsik, to approve Ordinance 14-7-1, Non-Resident Library Card Fee, as presented. Roll #2 was called. Voting was ‘Aye’ by Trustee Buergel, Ceretto, Dujsik, Engelbrecht, Olson, Schneider, and President McKendree. No ‘Nays’. Motion carried. 7 – 0.
- PAR. 33 Motion made by Trustee Dujsik, seconded by Trustee Olson, to approve closing the Library on August 22, 2014 for a staff in-service day. Roll #3 was called. Voting was ‘Aye’ by Trustee Buergel, Ceretto, Dujsik, Engelbrecht, Olson, Schneider, and President McKendree. No ‘Nays’. Motion carried. 7 – 0.
- PAR. 34 Motion made by Trustee Ceretto, seconded by Trustee Buergel, to approve the expenditure of providing lunch for the staff on August 22, 2014 with an amount not to exceed \$500.00. Roll #4 was called. Voting was ‘Aye’ by Trustee Buergel, Ceretto, Dujsik, Engelbrecht, Olson, Schneider, and President McKendree. No ‘Nays’. Motion carried. 7 – 0.
- PAR. 35 Ms. Cottonaro presented information and qualifications from O’Neill & Gaspardo, LLC. for consideration of their auditing services.
- PAR. 36 No motion was made.

- PAR. 37 Trustee Ceretto and Ms. Cottonaro reported that she has received the financial plan from
 ** PMA Financial and will send copies to all board members for review and discussion at the next regular board meeting on August 12, 2014.
- PAR. 38 **PUBLIC DISCUSSION:** Ms. Garrett, public, addressed the board regarding the endangered monarch butterfly and noted that the library's landscaping does not include any native plantings. She further stated that she is willing to donate native plants and her time to plant them on library property.
- PAR. 39 President McKendree asked trustees if anyone had any objections to the proposed project. They had none.
- PAR. 40 Trustee Dujsik suggested the Building and Grounds Committee and Dir. Cottonaro
 ** further discuss the project with Ms. Garrett.
- PAR. 41 Ms. Garrett thanked the board for their consideration.
- PAR. 42 The Board of Trustees thanked Ms. Garrett for her concern and suggestions.
- PAR. 43 Motion made by President McKendree, seconded by Trustee Ceretto, to move to an executive session at 8:31 pm. Motion carried by voice vote. 7 – 0.
- PAR. 44 President McKendree reconvened the regular board meeting at 9:12 pm. Roll was called. A quorum was present.
- PAR. 45 Motion made by President McKendree, seconded by Trustee Dujsik, to accept the salary adjustments for Fiscal Year 2014 – 2015, as presented. Roll #5 was called. Voting was 'Aye' by Trustee Buerger, Ceretto, Dujsik, Engelbrecht, Olson, Schneider, and President McKendree. No 'Nays'. Motion carried. 7 – 0.
- PAR. 46 Motion made by Trustee Ceretto, seconded by Trustee Olson, to adjourn the meeting. Motion carried by voice vote 7 - 0. The meeting adjourned at 9:45 pm.

MARY JANE SCHNEIDER, SECRETARY

ALSIP-MERRIONETTE PARK
 PUBLIC LIBRARY DISTRICT
 BOARD OF TRUSTEES

APPROVED-AMENDED _____ DATE _____

/car ** Denotes follow-up required