

ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MINUTES
April 12, 2022

- PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 3:04 pm by President McKendree. Roll was called. Present were Trustees Dujsik, Engelbrecht, McLaughlin and President McKendree. Absent was Trustee Buerger and Schneider. A quorum was present. Director Cottonaro, Ms. Malysa, Youth Services Manager; Ms. Pajor, Adult Services Manager and Ms. Leyva, Patron Services Manager also attended.
- PAR. 2 In the absence of Secretary Schneider, Director Cottonaro served as secretary pro-tem.
- PAR. 3 The Pledge of Allegiance was recited.
- PAR. 4 **MINUTES:** Motion made by Trustee Engelbrecht, seconded by Trustee McLaughlin, to accept and place on file the minutes of the March 8, 2022 regular board meeting, as presented. Motion carried by voice vote 4 – 0.
- PAR. 5 Motion made by Trustee Dujsik, seconded by Trustee Engelbrecht, to accept and place on file the executive minutes of the February 8, 2022 executive board meeting, as presented. Motion carried by voice vote 4 – 0.
- PAR. 6 **ATTORNEY’S REPORT:** No Report.
- PAR. 7 **OFFICERS’ REPORTS:**
- PAR. 8 **PRESIDENT REPORT:** No Report.
- PAR. 9 **VICE PRESIDENT:** No Report.
- PAR. 10 **SECRETARY:** No Report.
- PAR. 11 **TREASURER:** The financial report dated March 2022 was presented to place on file.
- PAR. 12 Motion made by Trustee Dujsik, seconded by President McKendree, to place on file the Treasurer’s report dated March 2022, as presented. Roll #1 was called. Voting was ‘Aye’ by Trustee Dujsik, Engelbrecht, McLaughlin and President McKendree. No ‘Nays’. Motion carried 4 – 0.
- PAR. 13 Treasurer Dujsik announced that he is moving out of town and would be stepping down from his position as library trustee. He went on to say that, the regular board meeting on May 10, 2022 would be his final meeting.
- PAR. 14 **FINANCE:** A list of invoices dated April 12, 2022 was presented for payment.
- PAR. 15 Motion made by Trustee Dujsik, seconded by President McKendree, to approve the payment of the April 12, 2022 invoices in the amount of \$165,776.86, as presented. Roll #2 was called. Voting was ‘Aye’ by Trustee Dujsik, Engelbrecht, McLaughlin and President McKendree. No ‘Nays’. Motion carried 4 – 0.

- PAR. 16 **BUILDING & GROUNDS:** No Report.
- PAR. 17 **POLICY:** No Report.
- PAR. 18 **BY-LAWS:** No Report.
- PAR. 19 **PUBLIC RELATIONS:** President McKendree commended staff for all the wonderful postings on the library's Facebook account.
- PAR. 20 **PERSONNEL:** Trustee Engelbrecht reported that he is still waiting on director evaluation forms from other Trustees.
- PAR. 21 **TRUSTEE EDUCATION:** Director Cottonaro informed the board of the upcoming Trustee Training Day, hosted by ATLAS (Area Training for Librarians and Staff) on May 21, 2022, 9am-noon and held here at the Alsip-Merrionette Park Public Library.
- PAR. 22 Trustees should contact Director Cottonaro if they wish to attend. Trustee Engelbrecht stated he
** would like to attend.
- PAR. 23 **INSURANCE:** No Report.
- PAR. 24 **MANAGERS REPORTS:** Department Manager reports were placed on file.
- PAR. 25 President McKendree commended the youth department for the beautiful Easter card she received from the youth TAG (Teen Advisory Group) kids.
- PAR. 26 **LIBRARY DIRECTOR'S REPORT:** Director's report was placed on file. Most items were discussed.
- PAR. 27 Director Cottonaro reported on receiving many responses from patrons regarding the library's strategic planning. She said all responses were placed in the April board packets.
- PAR. 28 Director Cottonaro also asked if a policy meeting could be set to discuss granting two scheduled workweeks of paid sick leave for part-time staff.
- PAR. 29 The Committee of the Whole will meet at 2:00 pm on May 10, 2022, (1 hour before the regular monthly board meeting) to discuss sick pay for part-time staff and any building and ground issues.
- PAR. 30 Director Cottonaro stated that since a bench cannot be installed near the frog statue, she suggested purchasing a memorial plaque instead to be installed near the frog to commemorate the late Trustee Robert Olson. It was the consensus of the board to approve moving forward with the plaque.
- PAR. 31 Director Cottonaro would like to have a meeting with board members and department managers
** to discuss new flooring options for the library.
- PAR. 32 Director Cottonaro asked for approval to have a late opening at 1:00 pm on May 13, 2022 in order to have a half-day in-service for all staff.
- PAR. 33 Motion made by President McKendree, seconded by Trustee Dujsik, to approve the late opening at 1:00 pm on May 13, 2022. Motion carried by voice vote.

PAR. 34 **UNFINISHED BUSINESS:** None.

PAR. 35 **NEW BUSINESS:** A contract from Altorfer Power Systems for annual maintenance on the library's generator was presented for approval.

PAR. 36 Motion made by Trustee Dujsik, seconded by Trustee McLaughlin, to approve the contract from Altorfer Power Systems for the annual advantage gold service maintenance package for the generator in the amount of \$2,231.00, as presented. Roll #3 was called. Voting was 'Aye' by Trustee Dujsik, McLaughlin and President McKendree. 'Nays' by Trustee Engelbrecht. Motion carried 3 – 1.

PAR. 37 **PUBLIC DISCUSSION:** None.

PAR. 38 Motion made by Trustee Dujsik, seconded by Trustee McLaughlin, to adjourn the meeting at 4:25 pm. Motion carried by voice vote 4 - 0.

SARAH COTTONARO, SECRETARY PRO-TEM

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APPROVED-AMENDED _____ DATE _____

** Denotes follow-up required