

ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR BOARD MINUTES

January 12, 2021

- PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 3:07 pm by President McKendree. Roll was called. Present were Trustees Buergel, Dujsik, Engelbrecht, McLaughlin, Schneider and President McKendree. Absent was Trustee Olson. A quorum was present. Director Cottonaro; Ms. Regan, Business Manager; Ms. Pajor, Adult Services Manager; Ms. Malysa, Youth Services Manager; and Ms. Leyva, Patron Services Manager. Several public staff also attended.
- PAR. 2 Per Governor Pritzker’s order to suspend provisions of the Illinois Open Meetings Act mandating in-person attendance and limiting remote attendance by elected officials does not mandate any specific behavior, however, he does encourage public bodies to postpone or provide the public with video, audio or telephone access for those meetings that can’t be delayed.
- PAR. 3 The Alsip-Merrionette Park Public Library District provided to the public a Zoom meeting ID 868 7763 7980; a web link, <https://us02web.zoom.us/j/86877637980?pwd=>; as well as a Zoom meeting phone number, 1-312-626-6799 on the library’s website.
- PAR. 4 The Pledge of Allegiance was recited.
- PAR. 5 **MINUTES:** Motion made by Trustee Dujsik, seconded by Trustee Buergel, to accept and place on file the minutes of the December 8, 2020 regular board meeting, as presented. Motion carried by voice vote 6 – 0.
- PAR. 6 Motion made by Trustee Dujsik, seconded by Trustee Buergel, to accept and place on file the minutes of the Executive Session on December 8, 2020, as presented. Motion carried 6 – 0.
- PAR. 7 **ATTORNEY’S REPORT:** No Report.
- PAR. 8 **OFFICERS’ REPORTS:**
- PAR. 9 **PRESIDENT REPORT:** No Report.
- PAR. 10 **VICE PRESIDENT:** No Report.
- PAR. 11 **SECRETARY:** No Report.
- PAR. 12 **TREASURER:** Trustee Dujsik suggested Director Cottonaro contact PMA and ask for information regarding laddering library funds for the future.
- PAR. 13 Director Cottonaro stated she would look into it and report back to the board.  
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- PAR. 14 Trustee Dujsik presented the financial report dated December 2020 to place on file.
- PAR. 15 Motion made by Trustee Dujsik, seconded by Trustee Buergel, to place on file the Treasurer’s report dated December 2020, as presented. Motion carried by voice vote 6 – 0.
- PAR. 16 **FINANCE:** A list of invoices dated January 12, 2021 was presented for payment.
- PAR. 17 Motion made by Trustee Dujsik, seconded by Trustee Buergel, to approve the payment of the January 12, 2021 invoices in the amount of \$198,752.00, as presented. Roll #1 was called. Voting

was ‘Aye’ by Trustee Buergel, Dujsik, Engelbrecht, McLaughlin, Schneider, and President McKendree. No ‘Nays’. Motion carried 6 – 0.

- PAR. 18 **BUILDING & GROUNDS:** No Report.
- PAR. 19 **POLICY:** No Report.
- PAR. 20 **BY-LAWS:** No Report.
- PAR. 21 **PUBLIC RELATIONS:** No Report.
- PAR. 22 **PERSONNEL:** Trustee Engelbrecht asked Director Cottonaro to supply all trustees with samples  
\*\* of various director evaluation forms prior to the March 16, 2021 Personnel Committee meeting.
- PAR. 23 **TRUSTEE EDUCATION:** Director Cottonaro again reminded trustees that ATLAS (Area Training for Librarians and Staff) will be offering a Trustee Day (Virtual) workshop in May 2021.
- PAR. 24 **INSURANCE:** No Report.
- PAR. 25 **MANAGERS REPORTS:** Department Manager reports were presented and placed on file.
- PAR. 26 President McKendree commended all staff on doing a great job in getting library services to patrons.
- PAR. 27 Trustee Dujsik commended Patron Services for improving the phone system to transfer calls when the line is busy.
- PAR. 28 **LIBRARY DIRECTOR’S REPORT:** Director Cottonaro presented her report and it was placed on file.
- PAR. 29 Director Cottonaro stated she’s been working on updating the current salary schedule along with  
\*\* reviewing the policy manual.
- PAR. 30 Director Cottonaro also reported that she would like a preliminary strategic plan for the next 3  
\*\* years and would like to have in-person meetings with trustees and staff as much as the current COVID situation allows.
- PAR. 31 **UNFINISHED BUSINESS:** Motion made by President McKendree, seconded by Trustee Dujsik, to approve extending the library’s COVID Travel Policy through December 31, 2021, as presented. Roll #2 called. Voting was ‘Aye’ by Trustees Buergel, Dujsik, Engelbrecht, McLaughlin, Schneider and President McKendree. No ‘Nays’. Motion carried 6 – 0.
- PAR. 32 **NEW BUSINESS:** None.
- PAR. 33 **PUBLIC DISCUSSION:** None.
- PAR. 34 Having no further business come before the Board, the motion to adjourn was made at 3:43 pm by Trustee Dujsik, seconded by Trustee Buergel. Motion carried by voice vote 6 - 0.

MARY JANE SCHNEIDER, SECRETARY

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APPROVED-AMENDED \_\_\_\_\_ DATE \_\_\_\_\_

\*\* Denotes follow-up required