

ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT

BOARD OF TRUSTEES

REGULAR BOARD MINUTES

July 14, 2020

- PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 3:03 pm by President McKendree. Roll was called. Present were Trustees Dujsik, Engelbrecht, Olson, Schneider and President McKendree. Absent was Trustee Buerger and McLaughlin. A quorum was present. Director Cottonaro, Business Manager Cathleen Regan, Adult Manager Susan Pajor, Youth Manager Amy Malysa and Patron Manager Sandra Leyva was present. Several public staff 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, it does not mandate any specific behavior, however, he does encourages 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 837 0728 6573; a web link, <https://us02web.zoom.us/j/83707286573?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:** The minutes of the June 9, 2020 regular board meeting were presented for disposition.
- PAR. 6 Motion made by President McKendree, seconded by Trustee Dujsik, to accept and place on file the minutes of the June 9, 2020 regular board meeting. Motion carried by voice vote 5 – 0.
- PAR. 7 Motion made by President McKendree, seconded by Trustee Olson to open Fiscal Year 19/20 executive minutes, as presented. Motion carried by voice vote 5 – 0.
- PAR. 8 Motion made by President McKendree, seconded by Trustee Dujsik, to release Fiscal Year 19/20 executive minutes. Motion carried by voice vote 5 – 0.
- PAR. 9 **ATTORNEY’S REPORT:** No Report
- PAR. 10 **OFFICERS’ REPORTS:**
- PAR. 11 **PRESIDENT REPORT:** No Report.
- PAR. 12 **VICE PRESIDENT:** No Report
- PAR. 13 **SECRETARY:** No Report.
- PAR. 14 **TREASURER:** Trustee Dujsik presented the financial report dated June 2020 to accept and place on file.
- PAR. 15 Motion made by Trustee Dujsik, seconded by Trustee Olson, to place on file the Treasurer’s report dated June 2020, as presented. Motion carried by voice vote 5 – 0.
- PAR. 16 **FINANCE:** A list of invoices dated July 2020 was presented for payment.
- PAR. 17 Motion made by Trustee Dujsik, seconded by Trustee Olson, to approve the payment of the July 2020 invoices in the amount of \$151,174.74, as presented. Roll #1 was called. Voting was ‘Aye’ by Trustee Dujsik, Engelbrecht, Olson, Schneider, and President McKendree. No ‘Nays’. Motion carried. 5 – 0.

- PAR. 18 Motion made by President McKendree, seconded by Trustee Olson, to ratify the 2% COLA raise for staff. Roll #2 was called. Voting was ‘Aye’ by Trustee Dujsik, Engelbrecht, Olson, Schneider, and President McKendree. No ‘Nays’. Motion carried. 5 – 0.
- PAR. 19 Trustee Dujsik presented for payment a late bill from SWAN (System Wide Automated Network) in the amount of \$10,070.50.
- PAR. 20 Motion made by Trustee Dujsik, seconded by Trustees Olson and Schneider, to approve the payment of the late bill from SWAN in the amount of \$10,070.50, as presented. Roll #3 was called. Voting was ‘Aye’ by Trustee Dujsik, Olson, Schneider, and President McKendree. No ‘Nays’. ‘Abstain’ by Trustee Engelbrecht. Motion carried. 4 – 0 - 1.
- PAR. 21 **BUILDING & GROUNDS:** Trustee Olson set a Building and Grounds Committee meeting for August 4, 2020 at 3:00 pm.
- PAR. 22 **POLICY:** No Report.
- PAR. 23 **BY-LAWS:** No Report.
- PAR. 24 **PERSONNEL:** No Report.
- PAR. 25 **TRUSTEE EDUCATION:** No Report.
- PAR. 26 **INSURANCE:** No Report.
- PAR. 27 **MANAGERS REPORTS:** President McKendree suggested outdoor activities could be an option for programming.
- PAR. 28 **LIBRARY DIRECTOR’S REPORT:** Director Cottonaro reported that curbside and homebound delivery have been busy and all the feedback the library has had from patrons has been positive.
- PAR. 29 Director Cottonaro also included news from ALA (American Library Association) regarding federal legislation aimed at establishing a federal fund that the Institute of Museum and Library Services would administer to libraries in financial need as a result of Covid-19. She went on to say she would be following its progress and keep the board updated.
- PAR. 30 **UNFINISHED BUSINESS:** None.
- PAR. 31 **NEW BUSINESS:** Director Cottonaro asked for discussion and approval of opening the library for appointments only on September 1, 2020.
- PAR. 32 A lively discussion ensued.
- PAR. 33 Due to the rise in Covid-19 cases, it was the consensus of the board to not open for appointments on September 1, 2020. The board will revisit the topic at the next regular board meeting on August 11, 2020.
- PAR. 34 The board asked Director Cottonaro for drawings with pictures of what the service desks and computer areas will look like upon opening for appointments.
- PAR. 35 Director Cottonaro presented for approval the purchase of 10 – Dell Inspiron 15 5000 2 – in 1 Laptop computers.
- PAR. 36 Motion made by President McKendree, seconded by Trustee Dujsik, to approve the purchase of 10 – Dell Inspiron 15 5000 2 – in 1 Laptop computers, as presented. Roll #4 was called. Voting was ‘Aye’ by Trustee Dujsik, Engelbrecht, Olson, Schneider, and President McKendree. No ‘Nays’. Motion carried. 5 – 0.

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

PAR. 38 Motion made by Trustee Engelbrecht, seconded by Trustee Olson, to move to executive session at 4:18 pm, in compliance with the Illinois Open Meetings Act, 5 ILCS 120/2 to discuss personnel. Motion carried by voice vote. Present were Trustee Dujsik, Engelbrecht, Olson, Schneider and President McKendree.

PAR. 39 President McKendree called the regular meeting back to order at 4:20 pm. Present were Trustee Dujsik, Engelbrecht, Olson, Schneider and President McKendree. A quorum was present.

PAR. 40 It was the consensus of the board to prepare the Director's evaluation based on the six responses received.

PAR. 41 Having no further business come before the Board, the motion to adjourn was made at 4:21 by Trustee Olson, seconded by Trustee Engelbrecht. Motion carried by voice vote 5 - 0.

MARY JANE SCHNEIDER, SECRETARY

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PUBLIC LIBRARY DISTRICT
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APPROVED-AMENDED _____ DATE _____

** Denotes follow-up required