

ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MINUTES
May 10, 2022

- PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 3:05 pm by President McKendree. Roll was called. Present were Trustees Buergel, Dujsik, Engelbrecht, McLaughlin, Schneider and President McKendree. A quorum was present. Director Cottonaro, Ms. Regan, Business Manager; Ms. Malysa, Youth Services Manager; Ms. Pajor, Adult Services Manager; and Ms. Leyva, Patron Services Manager; and Mrs. Dujsik, public; were also in attendance.
- PAR. 2 The Pledge of Allegiance was recited.
- PAR. 3 **MINUTES:** Motion made by Trustee Dujsik, seconded by Trustee Buergel, to accept and place on file the minutes of the April 12, 2022 regular board meeting, as presented. Motion carried by voice vote 6 – 0.
- PAR. 4 **ATTORNEY’S REPORT:** Attorney Perlman presented Resolution No. 2022-5-R-1; a resolution honoring Gerald Dujsik for his many years of service as library trustee of the Alsip-Merrionette Park Public Library District.
- PAR. 5 Secretary Schneider read aloud Resolution No. 2022-5-R-1.
- PAR. 6 Motion made by Trustee Schneider, seconded by Trustee McLaughlin, to accept and place on file Resolution No. 2022-5-R-1; A resolution honoring Gerald Dujsik for his many years of service as library trustee of the Alsip-Merrionette Park Public Library District, 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. 7 **OFFICERS’ REPORTS:**
- PAR. 8 **PRESIDENT REPORT:** No Report.
- PAR. 9 **VICE PRESIDENT:** No Report.
- PAR. 10 **SECRETARY:** Director Cottonaro reported that the late Trustee Robert Olson’s niece made a monetary donation to the library in memory of her uncle.
- PAR. 11 **TREASURER:** The financial report dated April 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 April 2022, as presented. Roll #2 was called. Voting was ‘Aye’ by Trustee Buergel, Dujsik, Engelbrecht, McLaughlin, Schneider and President McKendree. No ‘Nays’. Motion carried 6 – 0.
- PAR. 13 **FINANCE:** A list of invoices dated May 10, 2022 was presented for payment.
- PAR. 14 Motion made by Trustee Dujsik, seconded by Trustee Buergel, to approve the payment of the May 10, 2022 invoices in the amount of \$158,659.21, as presented. Roll #3 was called. Voting

was 'Aye' by Trustee Buerger, Dujsik, McLaughlin Schneider and President McKendree. 'Nay' by Trustee Engelbrecht. Motion carried 5 – 1.

- PAR. 15 Trustee Engelbrecht asked Ms. Pajor to supply him with the usage count for the Newsbank database.
- PAR. 16 **BUILDING & GROUNDS:** No Report.
- PAR. 17 **POLICY:** No Report.
- PAR. 18 **BY-LAWS:** No Report.
- PAR. 19 **PUBLIC RELATIONS:** No Report.
- PAR. 20 **PERSONNEL:** Trustee Engelbrecht supplied copies of the director evaluation composite to all trustees and asked them to review.
- PAR. 21 **TRUSTEE EDUCATION:** Director Cottonaro again 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 **INSURANCE:** No Report.
- PAR. 23 **MANAGERS REPORTS:** Department Manager reports were placed on file.
- PAR. 24 **LIBRARY DIRECTOR'S REPORT:** Director's report was placed on file. Most items were discussed.
- PAR. 25 Director Cottonaro said she would like to get the Board session set for the Strategic Plan.
- PAR. 26 Director Cottonaro also reported that she will be meeting with Jeanette Huber, the Alsip Park District Director to discuss our partnership for the Fall Flannel Festival.
- PAR. 27 Director Cottonaro went on to report meeting with Ms. Pajor and Ms. Navabi from Adult Services to discuss ongoing senior outreach and technology initiatives that we will be able to expand thanks to the AgeOptions Grant.
- PAR. 28 Director Cottonaro reported that the commemorative plaque for the late Trustee Robert Olson has been installed next to the frog.
- PAR. 29 **UNFINISHED BUSINESS:** Director Cottonaro asked for approval to amend Policy 8.70 Sick Leave/Personal Business, allowing all part-time employees accrued paid sick leave at a rate of 1/12 of the average scheduled work week for each full month of employment, calculated in hours. Paid sick leave for part-time employees is cumulative to six weeks, based on the employee's current average scheduled hours per week.
- PAR. 30 Motion made by Trustee Dujsik, seconded by Trustee McLaughlin, to approve the amendment to Policy 8.70 Sick Leave/Personal Business, allowing all part-time employees accrued paid sick leave at a rate of 1/12 of the average scheduled work week for each full month of employment, calculated in hours. Paid sick leave for part-time employees is cumulative to six weeks, based on the employee's current average scheduled hours per week, as presented. Roll #4 was called. Voting was 'Aye' by Trustee Buerger, Dujsik, Engelbrecht, McLaughlin, and Schneider. 'Nay' by President McKendree. Motion carried 5 – 1.

- PAR. 31 Director Cottonaro asked for approval for adjustments to the current salary schedule for fiscal year 2022 – 2023.
- PAR. 32 Motion made by Trustee Engelbrecht, seconded by Trustee Dujsik, to approve adjustments to the current salary schedule for fiscal year 2022 – 2023, as presented. Roll #5 was called. Voting was ‘Aye’ by Trustee Buergel, Dujsik, Engelbrecht, McLaughlin, Schneider and President McKendree. No ‘Nays’. Motion carried 6 – 0.
- PAR. 33 Director Cottonaro asked for approval for salary increases for fiscal year 2022 – 2023.
- PAR. 34 Motion made by President McKendree, seconded by Trustee Engelbrecht, to approve salary increases for fiscal year 2022 – 2023, as presented. Roll #6 was called. Voting was ‘Aye’ by Trustee Buergel, Dujsik, Engelbrecht, McLaughlin, Schneider and President McKendree. No ‘Nays’. Motion carried 6 – 0.
- PAR. 35 **NEW BUSINESS:** None.
- PAR. 36 **PUBLIC DISCUSSION:** Mrs. Dujsik thanked the board of trustees and library staff for all the support given to Trustee Dujsik during his time serving as library trustee.
- PAR. 37 Motion made by Trustee Dujsik, seconded by Trustee McLaughlin, to adjourn the meeting at 3:38 pm. Motion carried by voice vote 6 - 0.

MARY JANE SCHNEIDER, SECRETARY

 ALSIP-MERRIONETTE PARK
 PUBLIC LIBRARY DISTRICT
 BOARD OF TRUSTEES

APPROVED-AMENDED _____ DATE _____

** Denotes follow-up required