

MINUTES  
ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
January 14, 2020

- PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 3:00 pm by Vice President Buergel. Roll was called. Present were Trustees Buergel, Dujsik, Engelbrecht, McLaughlin, and Olson. Absent was Trustee Schneider and President McKendree. A quorum was present. Ms. Cottonaro, Director; Ms. Pajor, Adult Services Manager; Ms. Malysa, Youth Services Manager and Ms. Leyva, Patron Services Manager were also in attendance. No public attended.
- PAR. 2 Vice President Buergel served as Chairman in the absence of President McKendree.
- PAR. 3 Trustee McLaughlin served as Secretary Pro-tem in the absence of Secretary Schneider.
- PAR. 4 The Pledge of Allegiance was recited.
- PAR. 5 **MINUTES:** The minutes of the December 10, 2019 regular board meeting were presented for disposition.
- PAR. 6 Motion made by Trustee Dujsik, seconded by Trustee Engelbrecht, to accept the minutes of the December 10, 2019 regular board meeting, as presented. Motion carried by voice vote 5 – 0.
- PAR. 7 Trustee Dujsik asked for the minutes from the December 10, 2019 Executive Session.
- PAR. 8 Director Cottonaro will provide the minutes from the December 10, 2019 Executive Session meeting at the regular February 11, 2020 board meeting for approval.
- PAR. 9 **ATTORNEY’S REPORT:** Director Cottonaro presented Resolution 2020-1-R-1: *A Resolution of the Alsip-Merrionette Park Public Library District Adopting an Anti-Harassment Policy of Elected Officials.*
- PAR. 10 Motion made by Trustee Dujsik, seconded by Trustee Olson, to adopt Resolution 2020-1-R-1: *A Resolution of the Alsip-Merrionette Park Public Library District Adopting an Anti-Harassment Policy of Elected Officials*, as corrected. Roll #1 was called. Voting was ‘Aye’ by Trustee Dujsik, Olson, McLaughlin and Vice President Buergel. ‘Nay’ by Trustee Engelbrecht. Motion carried 4 – 1.
- PAR. 11 **OFFICERS’ REPORTS:**
- PAR. 12 **PRESIDENT REPORT:** No Report.
- PAR. 13 **VICE PRESIDENT:** No Report.
- PAR. 14 **SECRETARY:** No Report.
- PAR. 15 **TREASURER:** Trustee Dujsik presented the financial report dated December 2019 for approval and to be placed on file.
- PAR. 16 Motion made by Trustee Dujsik, seconded by Trustee Olson to place on file the Treasurer’s report dated December 2019, as presented. Motion carried by voice vote 5 – 0.

- PAR. 17        **FINANCE:** A list of invoices dated January 14, 2020 was presented for payment.
- PAR. 18        Motion made by Trustee Dujsik, seconded by Trustee Buerger, to approve the payment of the January 14, 2020 invoices in the amount of \$219,742.91, as presented. Roll #2 was called. Voting was ‘Aye’ by Trustee Dujsik, Engelbrecht, McLaughlin, Olson and Vice President Buerger. No ‘Nays’. Motion carried 5 – 0.
- PAR. 19        **BUILDING & GROUNDS:** Trustee Olson presented the minutes from the January 7, 2020 Building and Grounds Committee meeting.
- PAR. 20        Trustee Olson set a Building and Grounds Committee meeting for February 4, 2020 at 3:00 pm in order to keep things moving regarding decisions on several building issues. Reminders will be mailed to all trustees.
- PAR. 21        It was the consensus of the board to have Director Cottonaro invite JMA Architects to  
\*\* attend the February 4, 2020 Building and Grounds Committee meeting.
- PAR. 22        Motion made by Trustee Olson, seconded by Trustee McLaughlin, to approve the minutes from the January 7, 2020 Building and Grounds Committee meeting, as presented. Motion carried by voice vote 5 – 0.
- PAR. 23        Trustee Olson presented a narrowed down list of four names for the library’s frog statue and asked the board to vote on one. The board was still undecided.
- PAR. 24        Trustee Olson then asked all trustees to bring their suggestions to the next Building and  
\*\* Grounds Committee on February 4, 2020.
- PAR. 25        **POLICY** Director Cottonaro lastly reminded all trustees of the upcoming policy meeting set for 3:00 pm on Tuesday, January 28. Sections III and IV will be reviewed.
- PAR. 26        **BY-LAWS:** No Report.
- PAR. 27        **PUBLIC RELATIONS:** No Report.
- PAR. 28        **PERSONNEL:** Trustee Engelbrecht remarked on the current marketing report regarding the library’s Facebook account being disabled and was curious to what happened.
- PAR. 29        Director Cottonaro replied that the email address the old Facebook account was linked to had been deleted and that a new Facebook account has since been created for the library.
- PAR. 30        **TRUSTEE EDUCATION:** Trustee Dujsik reported that the Illinois Library Association is hosting a South Suburban Legislative Meet-up on February 21, 2020. He went on to report that the cost is \$25.00, the doors will open at 7:45 am and breakfast will be available.
- PAR. 31        **INSURANCE:** No Report.
- PAR. 32        **MANAGERS REPORT:** Department Manager reports were presented.
- PAR. 33        **LIBRARY DIRECTOR’S REPORT:** Director Cottonaro presented her report, most items had been discussed.
- PAR. 34        Director Cottonaro reported that the Per Capita Grant application has been submitted and that she completed the library’s annual certification for the Illinois State Library.

- PAR. 35 She went on to report that the two TCF CD's have been withdrawn and the funds transferred over to the library's PMA account and invested in laddered CD's, as per the board's request.
- PAR. 36 Director Cottonaro also reported that the library's annual audit for FY 18-19 is complete and has been submitted to the State Comptroller's office.
- PAR. 37 **UNFINISHED BUSINESS:** None.
- PAR. 38 **NEW BUSINESS:** A staff request for tuition reimbursement was presented for approval.
- PAR. 39 Motion made by Trustee Dujsik, seconded by Trustee Buergel, to approve the tuition reimbursement request, with an amount not to exceed \$2500, as presented. Roll #3 was called. Voting was 'Aye' by Trustee Dujsik, Engelbrecht, McLaughlin, Olson and Vice President Buergel. No 'Nays'. Motion carried 5 – 0.
- PAR. 40 A staff request for conference attendance was presented for approval.
- PAR. 41 Motion made by Trustee Dujsik, seconded by Trustee McLaughlin, to approve the conference attendance request, with an amount not to exceed \$460, as presented. Roll #4 was called. Voting was 'Aye' by Trustee Dujsik, Engelbrecht, McLaughlin, Olson and Vice President Buergel. No 'Nays'. Motion carried 5 – 0.
- PAR. 42 Trustee Engelbrecht asked Director Cottonaro to look into purchasing giveaway bags to commemorate 100 years of woman's suffrage.
- PAR. 43 Motion made by Trustee Engelbrecht, seconded by Trustee Buergel, to purchase giveaway bags to be distributed to patrons promoting public awareness of the centennial of women's suffrage and the census with an amount not to exceed \$1000.
- PAR. 44 Trustee Engelbrecht asked that his motion be withdrawn.
- PAR. 45 Hearing no objections, the motion is withdrawn.
- PAR. 46 It was the consensus of the board to investigate the cost of bags to be distributed this year to patrons promoting public awareness of the centennial of women's suffrage.  
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- PAR. 47 **PUBLIC DISCUSSION:**
- PAR. 48 Motion made by Trustee Dujsik, seconded by Trustee Olson, to adjourn the meeting at 4:10 pm. Motion carried by voice vote 5 - 0.

THERESE McLAUGHLIN, SECRETARY PRO-TEM

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 ALSIP-MERRIONETTE PARK  
 PUBLIC LIBRARY DISTRICT  
 BOARD OF TRUSTEES

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

\*\* Denotes follow-up required