

MINUTES  
ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
January 8, 2019

- PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 1:30 pm by President McKendree. Roll was called. Present were Trustees Buergel, Dujsik, Engelbrecht, McLaughlin, Olson, Schneider and President McKendree. A quorum was present. Ms. Regan, Business Manager; Ms. Malysa, Youth Services Manager; Ms. Leyva, Patron Services Manager; Ms. Pajor, Adult Services Manager were in attendance. No public was in attendance.
- PAR. 2 The Pledge of Allegiance was recited.
- PAR. 3 Director Cottonaro arrived at 1:32 pm.
- PAR. 4 **MINUTES:** The minutes of the December 11, 2018 regular board meeting were presented for disposition.
- PAR. 5 Motion made by Trustee Olson, seconded by Trustee Buergel, to accept and place on file the minutes of the December 11, 2018 regular board meeting, as presented. Motion carried by voice vote 7 – 0.
- PAR. 6 Trustee Dujsik called for the executive meeting minutes from December 11, 2018 to be presented and approved.
- PAR. 7 Ms. Regan will provide the executive minutes for approval at the regular board meeting on February 12, 2019.
- PAR. 8 **ATTORNEY’S REPORT:** No Report.
- PAR. 9 **OFFICERS’ REPORTS:**
- PAR. 10 **PRESIDENT REPORT:** No Report.
- PAR. 11 **VICE PRESIDENT:** No Report.
- PAR. 12 **SECRETARY:** Secretary Schneider read aloud a thank you letter from the Worth Township for the library sponsored toy and food drive.
- PAR. 13 **TREASURER:** Trustee Dujsik reported that the library’s outstanding bonds have been paid in full and suggested the news be mentioned in the upcoming library newsletter.
- PAR. 14 Trustee Dujsik presented the financial report dated December 2018 for approval and to be placed on file.
- PAR. 15 Motion made by President McKendree, seconded by Trustee Buergel, to place on file the Treasurer’s report dated December 2018, as presented. Motion carried by voice vote 7 – 0.
- PAR. 16 **FINANCE:** A list of invoices dated January 8, 2019 was presented for payment.

- PAR. 17 Motion made by Trustee Dujsik, seconded by Trustees Buergel and Olson, to approve the payment of the January 8, 2019 invoices in the amount of \$136,268.74, as presented. Roll #1 was called. Voting was 'Aye' by Trustee Buergel, Dujsik, Engelbrecht, McLaughlin, Olson, Schneider and President McKendree. Motion carried 7 – 0.
- PAR. 18 A late bill from Basecamp and Hoopla were presented for payment.
- PAR. 19 Motion made by Trustee Dujsik, seconded by Trustee Olson, to approve the late bills from Basecamp in the amount of \$175.00 and Hoopla in the amount of \$749.72 as presented. Roll #2 was called. Voting was 'Aye' by Trustee Buergel, Dujsik, Engelbrecht, McLaughlin, Olson, Schneider and President McKendree. Motion carried 7 – 0.
- PAR. 20 **BUILDING & GROUNDS:** Trustee Olson reported that most building projects are on schedule.
- PAR. 21 He went on to report that the lighting in the youth department is much brighter.
- PAR. 22 Trustee Olson set a Building and Grounds Committee for January 22, 2019 at 1:30 pm.
- PAR. 23 **POLICY** No Report.
- PAR. 24 **BY-LAWS:** No Report.
- PAR. 25 **PUBLIC RELATIONS:** No Report.
- PAR. 26 **PERSONNEL:** President McKendree suggested to Trustee Engelbrecht to begin the process of the director's annual evaluation.
- PAR. 27 **TRUSTEE EDUCATION:** Trustee Dujsik reminded the board of the upcoming South Suburban Legislative Meet-up on February 1, 2019 at the Tinley Park Public Library at 8:00 am.
- PAR. 28 **INSURANCE:** No Report.
- PAR. 29 **AD HOC COMMITTEE REPORTS:**
- PAR. 30 **HISTORY COMMITTEE:** Trustee Engelbrecht reported that the contents in the glass cabinet were changed.
- PAR. 31 President McKendree mentioned a program from the Lemont Historical Society entitled 'Drinkin' with Lincoln and thought it might be nice to have something similar.
- PAR. 32 Director Cottonaro suggested a candidate forum to Trustee Engelbrecht for all 2019 candidates either on March 20 or March 28, 2019.
- PAR. 33 Trustee Engelbrecht said March 20, 2019 at 6:30 pm. would work fine.
- PAR. 34 **MARKETING REPORT:** No Report.
- PAR. 35 **LIBRARY DIRECTOR'S REPORT:** Director Cottonaro presented her report, most items had been discussed.

- PAR. 36 Director Cottonaro reported that Knutte & Associates (the library’s accounting firm) has merged with Sikich LLP.
- PAR. 37 Director Cottonaro also informed the board that several staff have resigned to find other employment or retirement. She went on to say that these positions will be filled as soon as possible.
- PAR. 38 Director Cottonaro reported on attending the recent TIF meeting and said not many people attended the meeting and not much information was gained. She will keep the board updated with any new information.
- PAR. 39 She went on to say that she had hoped to have a proposal from JMA Architect for space  
\*\* planning, but has not yet received it.
- PAR. 40 Director Cottonaro also said there is no update regarding the carpeting project.
- PAR. 41 Trustee Engelbrecht stated that he would like a mention of the ‘Holiday on Pulaski’ event in the next newsletter.
- PAR. 42 Director Cottonaro suggested a ‘Trustee Corner’ in the library newsletter for trustee input.
- PAR. 43 **UNFINISHED BUSINESS:** None.
- PAR. 44 **NEW BUSINESS:** None
- PAR. 45 **PUBLIC DISCUSSION:** None.
- PAR. 46 Motion made by Trustee Dujsik, seconded by Trustee Olson, to adjourn the meeting at 2:04 pm. Motion carried by voice vote 7 - 0.

MARY JANE SCHNEIDER, SECRETARY

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 ALSIP-MERRIONETTE PARK  
 PUBLIC LIBRARY DISTRICT  
 BOARD OF TRUSTEES  
 APPROVED-AMENDED \_\_\_\_\_ DATE \_\_\_\_\_

\*\* Denotes follow-up required