

ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MINUTES
January 9, 2024

- PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 5:03 pm by President McKendree. Roll was called. Present were Trustees Buergel, Dujsik, Leyva, McLaughlin, Opila, and President McKendree. Absent was Trustee Schneider. A quorum was present. Ms. Cottonaro, Director; Ms. Regan, Business Manager; Ms. Malysa, Youth Services Manager; Ms. Leyva, Patron Services Manager; Ms. Navabi, Adult Services Manager; and Ms. Mendoza, Marketing Associate, were in attendance. No public was in attendance.
- PAR. 2 In the absence of Secretary Schneider, Vice-President McLaughlin served as Secretary pro-tem.
- PAR. 3 The Pledge of Allegiance was recited.
- PAR. 4 **MINUTES:** Motion made by Trustee Dujsik, seconded by Trustee Opila, to accept and place on file the minutes of the December 12, 2023, regular board meeting, as presented. Motion carried by voice vote 6 – 0.
- PAR. 5 **ATTORNEY’S REPORT:** No Report.
- PAR. 6 **OFFICERS’ REPORTS:**
- PAR. 7 **PRESIDENT REPORT:** No Report.
- PAR. 8 **VICE PRESIDENT:** No Report.
- PAR. 9 **SECRETARY:** No Report.
- PAR. 10 **TREASURER:** The financial report for December 2023 was presented for approval.
- PAR. 11 Motion made by Trustee Opila, seconded by Trustee Buergel, to accept and place on file the financial report for December 2023, as presented. Motion carried by voice vote 6 – 0.
- PAR. 12 **FINANCE:** A list of invoices dated January 9, 2024, was presented for payment.
- PAR. 13 Motion made by Trustee Opila, seconded by Trustee Buergel, to approve the payment of the January 9, 2024, invoices in the amount of \$210,286.44, as presented. Roll #1 was called. Voting was ‘Aye’ by Trustee Buergel, Dujsik, Leyva, McLaughlin, Opila, and President McKendree. No ‘Nays.’ Motion carried 6 – 0.
- PAR. 14 **BUILDING & GROUNDS:** Director Cottonaro reminded all trustees of the Building and Grounds Committee meeting directly after this regular board meeting.
- PAR. 15 **POLICY:** No Report.
- PAR. 16 **BY-LAWS:** No Report.
- PAR. 17 **PUBLIC RELATIONS:** No Report.
- PAR. 18 **PERSONNEL:** Director Cottonaro supplied trustees with examples from other library directors regarding staff appreciation and retention practices for review. No action was taken.

- PAR. 19 **TRUSTEE EDUCATION:** No Report.
- PAR. 20 **INSURANCE:** No Report.
- PAR. 21 **MANAGERS REPORTS:** Manager’s reports were presented and placed on file.
- PAR. 22 **LIBRARY DIRECTOR’S REPORT:** Director’s report was placed on file. Most items were previously discussed.
- PAR. 23 Director Cottonaro informed the board that for the May 3, 2024, in-service, we will be focusing on health, safety, and current procedure/policy practices, along with active shooting training and fire and tornado safety.
- PAR. 24 Director Cottonaro reported that everything went smoothly regarding the installation of the new hot water tank.
- PAR. 25 Director Cottonaro reported that the library’s current public charging stations have stopped working and reached out for prices on new charging lockers. She stated that she will bring the quote to the February 2024 regular board meeting for discussion and approval.
- PAR. 26 Director Cottonaro also informed the board that the new middle school area in youth services is coming along nicely and will be ready to launch soon.
- PAR. 27 **UNFINISHED BUSINESS:** No Report.
- PAR. 28 **NEW BUSINESS:** Director Cottonaro asked for approval for the renewal of Collection HQ for a 3-year period at the cost of \$11,056.50, paid annually.
- PAR. 29 Motion made by Trustee McLaughlin, seconded by Trustee Leyva, to approve the renewal of Collection HQ for a 3-year period at the cost of \$11,056.50, paid annually, as presented. Roll #2 was called. Voting was ‘Aye’ by Trustee Buerger, Dujsik, Leyva, McLaughlin, Opila, and President McKendree. No ‘Nays’. Motion carried 6 – 0.
- PAR. 30 Director Cottonaro presented for approval tuition reimbursement for 3 staff members.
- PAR. 31 Motion made by President McKendree, seconded by Trustee Buerger, to approve tuition reimbursement for 3 staff members in the amount of \$6,047.00, as presented. Roll #3 was called. Voting was ‘Aye’ by Trustee Buerger, Dujsik, Leyva, McLaughlin, Opila, and President McKendree. No ‘Nays’. Motion carried 6 – 0.
- PAR. 32 **PUBLIC DISCUSSION:** None.
- PAR. 33 Motion made by Trustee Opila, seconded by Trustee Buerger, to adjourn the meeting at 5:34 pm. Motion carried by voice vote 6 - 0.

THERESE MCLAUGHLIN, SECRETARY PRO-TEM

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 PUBLIC LIBRARY DISTRICT
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APPROVED-AMENDED _____ DATE _____

** Denotes follow-up required