

MINUTES
ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
February 11, 2020

- PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 3:04 pm by President McKendree. Roll was called. Present were Trustees Dujsik, Engelbrecht, McLaughlin, Schneider, Olson, and President McKendree. Absent was Trustee Buerger. A quorum was present. Ms. Cottonaro, Director; Ms. Pajor, Adult Services Manager; Ms. Malysa, Youth Services Manager; Ms. Leyva, Patron Services Manager and Ms. Mendoza, Marketing Associate were also in attendance. No public attended.
- PAR. 2 The Pledge of Allegiance was recited.
- PAR. 3 **MINUTES:** The minutes of the January 14, 2020 regular board meeting were presented for disposition.
- PAR. 4 Motion made by Trustee Dujsik, seconded by Trustee Olson, to accept the minutes of the January 14, 2020 regular board meeting, as corrected, Par. 16 ...to ~~approve and~~ place on file.... Motion carried by voice vote 6 – 0.
- PAR. 5 Trustee Dujsik again, asked for the minutes from the December 10, 2019 Executive Session.
- PAR. 6 Trustee Engelbrecht stated that he will provide the minutes from the December 10, 2019 Executive Session meeting at the March 10, 2020 regular board meeting.
- PAR. 7 **ATTORNEY’S REPORT:** No Report.
- PAR. 8 **OFFICERS’ REPORTS:**
- PAR. 9 **PRESIDENT REPORT:** No Report.
- PAR. 10 **VICE PRESIDENT:** No Report.
- PAR. 11 **SECRETARY:** No Report.
- PAR. 12 **TREASURER:** Trustee Dujsik presented the financial report dated January 2020 for review and to be placed on file.
- PAR. 13 Motion made by Trustee Dujsik, seconded by Trustee Olson, to place on file the Treasurer’s report dated January 2020, as presented. Motion carried by voice vote 6 – 0.
- PAR. 14 Trustee Dujsik informed the board of the *Southwest Conference of Mayors’ Local Government Expo*, held on March 14, 2020 at Belvedere Chateau, 8055 W. 103rd St, Palos Hills, IL. He also mentioned that there is no charge for government officials.
- PAR. 15 **FINANCE:** A list of invoices dated February 11, 2020 was presented for payment.
- PAR. 16 Motion made by Trustee Dujsik, seconded by Trustee Olson, to approve the payment of the February 11, 2020 invoices in the amount of \$165,595.29, as presented. Roll #1 was called. Voting was ‘Aye’ by Trustee Dujsik, Engelbrecht, McLaughlin, Olson, Schneider, and President McKendree. No ‘Nays’. Motion carried 6 – 0.

- PAR. 17 **BUILDING & GROUNDS:** Trustee Olson presented the minutes from the February 4, 2020 Building and Grounds Committee meeting.
- PAR. 18 A lively discussion ensued.
- PAR. 19 Motion made by President McKendree, seconded by Trustee Olson, to approve the minutes from the February 4, 2020 Building and Grounds Committee meeting, as corrected. *Par. 3 The budget was agreed to be \$150,000.00 for the work generated by the space plan.* Roll #2 was called. Voting was ‘Aye’ by Trustee Dujsik, Olson, Schneider and President McKendree. ‘Nay’ by Trustee McLaughlin. ‘Abstain’ by Trustee Engelbrecht. Motion carried 4 – 1 - 1.
- PAR. 20 Trustee Olson went on to report that the topic of the library’s frog statue was discussed at the February 4, 2020 Building and Grounds Committee meeting and it was the consensus of the committee to name the frog, *Mr. Ribbit the Reading Frog.*
- PAR. 21 Motion made by Trustee Olson, seconded by Trustee McLaughlin, to officially name the library’s bronze frog, *Mr. Ribbit the Reading Frog.* Roll #3 was called. Voting was ‘Aye’ by Trustee Olson, McLaughlin, Schneider and President McKendree. ‘Nay’ by Trustee Engelbrecht. ‘Abstain’ by Trustee Dujsik. Motion carried 4 – 1 – 1.
- PAR. 22 Trustee Olson set a Building and Grounds Committee meeting for March 3, 2020 at 3:00 pm.
- PAR. 23 **POLICY** Trustee Schneider presented the minutes from the January 28, 2020 Policy Committee meeting.
- PAR. 24 Motion made by Trustee Schneider, seconded by President McKendree, to accept and place on file the minutes of the January 28, 2020 Policy Committee meeting, as corrected. *January 28, 2019 2020, PAR. 2 Trustee ~~Engelbrecht~~ Dujsik pointed out that 3.10.2 6.65 and 3.30.2 6.80 were the same...* Motion carried by voice vote. 6 – 0.
- PAR. 25 **BY-LAWS:** President McKendree asked Trustee McLaughlin to set a By-Laws Committee meeting to review the current By-Laws.
- PAR. 26 Trustee McLaughlin set a By-Laws meeting for March 24, 2020 at 3:00 pm.
- PAR. 27 President McKendree asked that all trustees come prepared to the March 24, 2020
** By-laws meeting with suggestions and/or revisions. Ms. Regan will supply all trustees with a copy of the current By-laws.
- PAR. 28 **PUBLIC RELATIONS:** No Report.
- PAR. 29 **PERSONNEL:** Trustee Engelbrecht reminded the board that the Directors’ evaluation is due in a few months and called for a meeting on March 30, 2020 at 3:00 pm, to discuss the evaluation.
- PAR. 30 He asked Ms. Regan to supply all trustees with an updated director evaluation form listing the 2019-2020 goals prior to the meeting.
- PAR. 31 **TRUSTEE EDUCATION:** Trustee Dujsik reported that the Southwest Conference of Mayors’ is holding a Local Government Expo on March 14, 2020 at the Belvedere Chateau in Palos Hills, IL. He went on to report that there is no charge for local government officials.

- PAR. 32 **INSURANCE:** No Report.
- PAR. 33 **MANAGERS REPORT:** Department Manager reports were presented.
- PAR. 34 **LIBRARY DIRECTOR’S REPORT:** Director Cottonaro presented her report.
- PAR. 35 Director Cottonaro reported that the SWAN (System Wide Automated Network) budget meeting is set for March and it looks like the library’s annual fees will remain the same or slightly decrease. She also went on to report that SWAN secured an EBSCO (Elton B. Stephens Company) database package for the consortium that will allow the library to save thousands on our existing EBSCO package. The membership will vote on both at the March meeting. Director Cottonaro stated that she plans on voting yes on both the budget and the database package.
- PAR. 36 Director Cottonaro reported purchasing 500 reusable library bags celebrating the centennial of woman’s suffrage.
- PAR. 37 Director Cottonaro suggested handing out half the bags during Nation Library Week, April 19 through 25 and the other half during the actual anniversary of the centennial of woman’s suffrage in August 2020.
- PAR. 38 Director Cottonaro went on to state that she is looking for a way to revamp the scheduling of the library’s staff in-service day, allowing more part-time staff to attend.
- PAR. 39 **UNFINISHED BUSINESS:** Trustee Engelbrecht asked if background checks are part of the hiring process at the library.
- PAR. 40 Director Cottonaro replied that adding background checks would require the board to create a policy.
- PAR. 41 **NEW BUSINESS:** None.
- PAR. 42 **PUBLIC DISCUSSION:**
- PAR. 43 Motion made by Trustee Dujsik, seconded by Trustee Olson, to adjourn the meeting at 4:10 pm. Motion carried by voice vote 6 - 0.

MARY JANE SCHNEIDER, SECRETARY

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PUBLIC LIBRARY DISTRICT
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APPROVED-AMENDED _____ DATE _____
** Denotes follow-up required