

ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR BOARD MINUTES

February 9, 2021

- PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 3:07 pm by President McKendree. Roll was called. Present were Trustees Buergel, Dujsik, Engelbrecht, Schneider and President McKendree. Absent was Trustee Olson and Trustee McLaughlin. A quorum was present. Director Cottonaro; Ms. Regan, Business Manager; Ms. Pajor, Adult Services Manager; Ms. Malysa, Youth Services Manager; and Ms. Leyva, Patron Services Manager. Several public staff also attended.
- PAR. 2 Per Governor Pritzker's order to suspend provisions of the Illinois Open Meetings Act mandating in-person attendance and limiting remote attendance by elected officials does not mandate any specific behavior, however, he does encourage public bodies to postpone or provide the public with video, audio or telephone access for those meetings that can't be delayed.
- PAR. 3 The Alsip-Merrionette Park Public Library District provided to the public a Zoom meeting ID 822 2397 5961; a web link, <https://us02web.zoom.us/j/82223975961?pwd=>; as well as a Zoom meeting phone number, 1-312-626-6799 on the library's website.
- PAR. 4 The Pledge of Allegiance was recited.
- PAR. 5 **MINUTES:** Motion made by Trustee Dujsik, seconded by Trustee Engelbrecht, to accept and place on file the minutes of the January 12, 2021 regular board meeting, as presented. Motion carried by voice vote 5 – 0.
- PAR. 6 **ATTORNEY'S REPORT:** No Report.
- PAR. 7 **OFFICERS' REPORTS:**
- PAR. 8 **PRESIDENT REPORT:** No Report.
- PAR. 9 **VICE PRESIDENT:** No Report.
- PAR. 10 **SECRETARY:** Director Cottonaro stated that the Village of Alsip inquired about the library hosting a candidate forum for both parties running for office. No motion was made.
- PAR. 11 **TREASURER:** Trustee Dujsik presented the financial report dated January 2021 to place on file.
- PAR. 12 Motion made by Trustee Dujsik, seconded by Trustee Buergel, to place on file the Treasurer's report dated January 2021, as presented. Motion carried by voice vote 5 – 0.
- PAR. 13 **FINANCE:** A list of invoices dated February 9, 2021 was presented for payment.
- PAR. 14 Motion made by Trustee Dujsik, seconded by Trustee Buergel, to approve the payment of the February 9, 2021 invoices in the amount of \$151,705.55, as presented. Roll #1 was called. Voting was 'Aye' by Trustee Buergel, Dujsik, Engelbrecht, Schneider, and President McKendree. No 'Nays'. Motion carried 5 – 0.
- PAR. 15 Director Cottonaro stated that the final audit report for fiscal year 2019-2020 was given to all trustees. She went on to say that she will be soliciting prices from several audit firms for the board to review.
- PAR. 16 The discussion of laddering investment funds with PMA was tabled until the next regular board meeting on March 9, 2021.
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- PAR. 17 **BUILDING & GROUNDS:** No Report.
- PAR. 18 **POLICY:** Director Cottonaro supplied Policy #V and #VI for approval.
- PAR. 19 Policy #V 5.20 Available Equipment, paragraph 1 should read: The Library makes *the following equipment available for public use in the building: photocopiers, scanners, personal computers, tablets, eReaders, computer printers, and magnifiers* electronic and analog equipment available for public use in the building.
- PAR. 20 Policy #VI no revisions.
- PAR. 21 Motion made by President McKendree, seconded by Trustee Buergel, to approve the changes to Policy #V, 5.20, as presented. Roll #2 called. Voting was ‘Aye’ by Trustee Buergel, Dujsik, Engelbrecht, Schneider, and President McKendree. No ‘Nays’. Motion carried 5 – 0
- PAR. 22 **BY-LAWS:** No Report.
- PAR. 23 **PUBLIC RELATIONS:** No Report.
- PAR. 24 **PERSONNEL:** It was the consensus of the board to continue using the current evaluation form for the director.
- PAR. 25 Trustee Engelbrecht set a Personnel Committee meeting for March 16, 2021 to discuss revisions to the current salary schedule and the director’s evaluation.
- PAR. 26 **TRUSTEE EDUCATION:** Director Cottonaro again reminded trustees that ATLAS (Area Training for Librarians and Staff) is offering a (Virtual) Trustee Day workshop in May 2021.
- PAR. 27 **INSURANCE:** No Report.
- PAR. 28 **MANAGERS REPORTS:** Department Manager reports were presented and placed on file. President McKendree commended all staff on the amazing job of providing services to the public.
- PAR. 29 **LIBRARY DIRECTOR’S REPORT:** Director Cottonaro presented her report and it was placed on file.
- PAR. 30  
\*\* Director Cottonaro stated she would like to schedule the first Board session for the next Strategic Plan on March 30, 2021, at 1pm. Ms. Regan will mail reminders.
- PAR. 31  
\*\* President McKendree asked all trustees to arrive at the Strategic Plan meeting with something new for the library to have.
- PAR. 32 **UNFINISHED BUSINESS:** None.
- PAR. 33 **NEW BUSINESS:** None.
- PAR. 34 **PUBLIC DISCUSSION:** None.
- PAR. 35 Motion made by Trustee Engelbrecht, seconded by Trustee Buergel, to move to executive session at 3:59 pm, in compliance with the Illinois Open Meetings Act, 5 ILCS 120/2 to discuss personnel. Motion carried by voice vote. Present were Trustee Buergel, Dujsik, Engelbrecht, Schneider and President McKendree.
- PAR. 36 President McKendree called the regular meeting back to order at 4:04 pm. Present were Trustee Buergel, Dujsik, Engelbrecht, Schneider and President McKendree. A quorum was present.

PAR. 37 Having no further business come before the Board, the motion to adjourn was made at 4:05 pm by Trustee Buerger, seconded by Trustee Engelbrecht. Motion carried by voice vote 5 - 0.

MARY JANE SCHNEIDER, SECRETARY

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

\*\* Denotes follow-up required