

MINUTES  
ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
March 10, 2020

- PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 3:06 pm by Treasurer Dujsik Roll was called. Present were Trustees Dujsik, Engelbrecht, McLaughlin, and Olson. Absent was Trustee Buerge, Schneider and President McKendree.. 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 In the absence of President McKendree, Treasurer Dujsik served as Chairman pro-tem.
- PAR. 3 In the absence of Secretary Schneider, Trustee McLaughlin was appointed Secretary pro-tem.
- PAR. 4 The Pledge of Allegiance was recited.
- PAR. 5 **MINUTES:** The minutes of the February 11, 2020 regular board meeting were presented for disposition.
- PAR. 6 Motion made by Trustee McLaughlin, seconded by Trustee Engelbrecht, to accept the minutes of the February 11, 2020 regular board meeting, as presented. Motion carried by voice vote 4 – 0.
- PAR. 7 Trustee Engelbrecht presented the minutes from the December 10, 2019 executive session meeting for disposition.
- PAR. 8 Motion made by Trustee Olson, seconded by Trustee McLaughlin, to accept the minutes of the December 10, 2019 executive session, as presented. Motion carried by voice vote 4 – 0.
- PAR. 9 **ATTORNEY’S REPORT:** No Report.
- PAR. 10 **OFFICERS’ REPORTS:**
- PAR. 11 **PRESIDENT REPORT:** No Report.
- PAR. 12 **VICE PRESIDENT:** No Report.
- PAR. 13 **SECRETARY:** No Report.
- PAR. 14 **TREASURER:** Trustee Dujsik presented the financial report dated February 2020 for review and to be placed on file.
- PAR. 15 Motion made by Trustee Dujsik, seconded by Trustee Olson, to place on file the Treasurer’s report dated February 2020, as presented. Roll #1 was called. Voting was ‘Aye’ by Trustees Dujsik, Engelbrecht, McLaughlin and Olson. No ‘Nays’. Motion carried 4 – 0.
- PAR. 16 **FINANCE:** A list of invoices dated March 10, 2020 was presented for payment.

- PAR. 17 Trustee Schneider arrived at 3:12 pm.
- PAR. 18 Motion made by Trustee Dujsik, seconded by Trustee McLaughlin, to approve the payment of the March 10, 2020 invoices in the amount of \$153,251.18, as presented. Roll #2 was called. Voting was ‘Aye’ by Trustee Dujsik, Engelbrecht, McLaughlin, and Olson, No ‘Nays’. Abstain by Trustee Schneider. Motion carried 4 – 0 - 1.
- PAR. 19 Trustee Buergel arrived at 3:12 pm.
- PAR. 20 **BUILDING & GROUNDS:** Trustee Olson presented the minutes from the March 3, 2020 Building and Grounds Committee meeting.
- PAR. 21 Motion made by Trustee Olson, seconded by Trustee Schneider, to approve the minutes from the March 3, 2020 Building and Grounds Committee meeting, as presented. Roll #3 was called. Voting was ‘Aye’ by Trustee Buergel, Dujsik, Engelbrecht, McLaughlin, Olson, and Schneider. No ‘Nays’. Motion carried 6 – 0.
- PAR. 22 **POLICY** No Report.
- PAR. 23 **BY-LAWS:** Trustee McLaughlin reminded other trustees of the By-Laws Committee meeting on March 24, 2020 at 3:00 pm.
- PAR. 24 **PUBLIC RELATIONS:** No Report.
- PAR. 25 **PERSONNEL:** Trustee Engelbrecht reminded other trustees of the Personnel Committee meeting on March 30, 2020 at 3:00 pm.
- PAR. 26 **TRUSTEE EDUCATION:** Trustee Dujsik informed all trustees of the LACONI Trustee Banquet Brunch on May 2, 2020, 10:00 am at the Carleton of Oak Park Hotel. Please contact Director Cottonaro if you wish to attend.
- PAR. 27 **INSURANCE:** No Report.
- PAR. 28 **MANAGERS REPORT:** Department Manager reports were presented.
- PAR. 29 **LIBRARY DIRECTOR’S REPORT:** Director Cottonaro presented her report and report is attached to these minutes.
- PAR. 30 **UNFINISHED BUSINESS:** None.
- PAR. 31 **NEW BUSINESS:** A contract from Roy Erikson Outdoor Maintenance for landscape maintenance April 2020 through November 2020, was presented for approval.
- PAR. 32 Motion made by Trustee Buergel, seconded by Trustee McLaughlin, to accept the contract from Roy Erikson Outdoor Maintenance for landscape maintenance April 2020 through November 2020, as presented. Roll #4 was called. Voting was ‘Aye’ by Trustee Buergel, Dujsik, Engelbrecht, McLaughlin, Olson, and Schneider. No ‘Nays’. Motion carried 6 – 0.
- PAR. 33 A proposal from Delta Controls for a necessary enteliWeb Upgrade for the HVAC computer in the amount of \$7,514.00 was presented for approval.

PAR. 34 Motion made by Trustee Olson seconded by Trustee Buergel, to accept the proposal from Delta Controls for the enteliWeb Upgrade in the amount of \$7,514.00, as presented. Roll #5 was called. Voting was 'Aye' by Trustee Buergel, Dujsik, Engelbrecht, McLaughlin, Olson, and Schneider. No 'Nays'. Motion carried 6 – 0.

PAR. 35 **PUBLIC DISCUSSION:** None.

PAR. 36 Motion made by Trustee Engelbrecht, seconded by Trustee Buergel, to adjourn the meeting at 3:49 pm. Motion carried by voice vote 6 - 0.

THERESE McLAUGHLIN, SECRETARY PRO-TEM

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PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
APPROVED-AMENDED \_\_\_\_\_ DATE \_\_\_\_\_  
\*\* Denotes follow-up required