

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

March 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, McLaughlin, Schneider and President McKendree. Absent was Trustee Dujsik and Trustee Engelbrecht. A quorum was present. Director Cottonaro; Ms. Regan, Business Manager; Ms. Pajor, Adult Services Manager; and Ms. Malysa, Youth Services Manager; several public staff and Ms. Rebecca Dujsik 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 876 7751 1335, a web link, <https://us02web.zoom.us/j/87677511335?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 President McKendree called for a moment of silence in remembrance of Trustee Robert Olson.
- PAR. 6 Trustee Olson served as Library Trustee from 1983-1991 and 2011-2021. He was chairperson on several different committees, the most recent being the Building and Grounds Committee. He was very active and involved with all building and ground issues. He was kind, always had a smile, and was loved by all library staff. He will be greatly missed.
- PAR. 7 **MINUTES:** Motion made by Trustee Buergel, seconded by Trustee McLaughlin, to accept and place on file the minutes of the February 9, 2021 regular board meeting, as presented. Motion carried by voice vote 4 – 0.
- PAR. 8 Motion made by Trustee McLaughlin, seconded by Trustee Schneider, to accept and place on file the minutes of the February 9, 2021 executive board meeting, as presented. Motion carried by voice vote 4 – 0.
- PAR. 9 **ATTORNEY’S REPORT:** No Report.
- PAR. 10 **OFFICERS’ REPORTS:**
- PAR. 11 **PRESIDENT REPORT:** President McKendree reported on the recent Village of Alsip TIF meeting.
- PAR. 12 Trustee Dujsik arrived at 3:09 pm.
- PAR. 13 **VICE PRESIDENT:** No Report.
- PAR. 14 **SECRETARY:** No Report.
- PAR. 15 **TREASURER:** Trustee Dujsik presented the financial report dated February 2021 to place on file.
- PAR. 16 Motion made by Trustee Dujsik, seconded by Trustee Buergel, to place on file the Treasurer’s report dated February 2021, as presented. Motion carried by voice vote 5 – 0.

- PAR. 17 **FINANCE:** A list of invoices dated March 9, 2021 was presented for payment.
- PAR. 18 Motion made by Trustee Dujsik, seconded by Trustee McLaughlin, to approve the payment of the March 9, 2021 invoices in the amount of \$167,193.35, as presented. Roll #1 was called. Voting was ‘Aye’ by Trustee Buergel, Dujsik, McLaughlin, Schneider, and President McKendree. No ‘Nays’. Motion carried 5 – 0.
- PAR. 19 Director Cottonaro reminded all trustees of the upcoming Personnel/Finance Committee meeting on March 16, 2021, 3pm and the Strategic Planning meeting on March 30, 2021, 1pm.
- PAR. 20 Director Cottonaro informed the board that the library’s computer servers need to be replaced and that she has been in contact with the library’s IT person regarding ordering new servers. It was the consensus of the board to have the Director move forward with replacing the library’s outdated servers.
- PAR. 21 **BUILDING & GROUNDS:** Appointment of a new Chairperson to the Building and Grounds Committee was tabled until a future board meeting.
- PAR. 22 Director Cottonaro presented an estimate from Altorfer Power Systems for the library’s annual generator maintenance service.
- PAR. 23 Motion made by President McKendree, seconded by Trustee Buergel, to accept the estimate from Altorfer Power Systems for the annual generator maintenance service, as presented. Roll #2 was called. Voting was ‘Aye’ by Trustee Buergel, Dujsik, McLaughlin, Schneider, and President McKendree. No ‘Nays’. Motion carried 5 – 0.
- PAR. 24 **POLICY:** Director Cottonaro reported that she has completed the Per Capita Grant paperwork.
- PAR. 25 **BY-LAWS:** Trustee McLaughlin reported that she is still in the process of reviewing the by-laws.
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- PAR. 26 **PUBLIC RELATIONS:** No Report.
- PAR. 27 **PERSONNEL:** No Report.
- PAR. 28 **TRUSTEE EDUCATION:** Trustee Dujsik informed the board that the Illinois Library Association will be hosting three Trustee Forum Spring Workshops, via Zoom, on March 13, April 17 and May 15, 2021. Any Trustee interested in attending can sign themselves up or contact Director Cottonaro for enrollment.
- PAR. 29 Director Cottonaro again reminded trustees that ATLAS (Area Training for Librarians and Staff) is offering a (Virtual) Trustee Day workshop in May 2021. Trustee Schneider and Dujsik stated they would definitely like to attend. Any other trustees interested in attending should contact Director Cottonaro.
- PAR. 30 **INSURANCE:** No Report.
- PAR. 31 **MANAGERS REPORTS:** Department Manager reports were presented and placed on file. President McKendree commended all staff and mentioned seeing on Facebook how much the children love the craft kits.
- PAR. 32 **LIBRARY DIRECTOR’S REPORT:** Director Cottonaro presented her report and it was placed on file.
- PAR. 33 Director Cottonaro stated she would like to extend library hours starting April 5, 2021 to, Monday-Thursday, 9am-8pm and Friday-Saturday, 9am-5pm. The library will continue to be closed on Sunday.

- PAR. 34 It was the consensus of the board to agree with the new extended hours, as presented.
- PAR. 35 President McKendree asked if a Summer Newsletter will be mailed out.
- PAR. 36 Director Cottonaro replied that a Summer Newsletter will be completed and mailed to patrons.
- PAR. 37 President McKendree asked if the memorial brick order was placed.
- PAR. 38 Director Cottonaro replied that once the board chooses a font, the order would be placed.
- PAR. 39 **UNFINISHED BUSINESS:** None.
- PAR. 40 **NEW BUSINESS:** None.
- PAR. 41 **PUBLIC DISCUSSION:** None.
- PAR. 42 Having no further business come before the Board, the motion to adjourn was made at 4:09 pm by Trustee Dujsik, seconded by Trustee Buerger. Motion carried by voice vote 5 - 0.

MARY JANE SCHNEIDER, SECRETARY

ALSIP-MERRIONETTE PARK
PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES

APPROVED-AMENDED _____ DATE _____

** Denotes follow-up required