

MINUTES
ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES

December 9, 2008

PAR. 1 The regular monthly meeting of ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 7:37 PM by President McKendree. Waiting the arrival of Secretary Schneider, President McKendree asked the Recording Secretary to call roll. Roll was called. Present were Trustees Buergel, Ceretto, Engelbrecht, Woodville and President McKendree. A quorum was present. Absent were Trustee Pickar and Trustee Schneider. Ms. Swanson, Library Director; Ms. Pajor; Assistant Director/Adult Manager; Ms. Trela, Circ/Tech Manager; Ms. Malysa, Youth Manager; Ms. Regan, Business Manager; and Mr. Poremba, public, were also in attendance.

PAR. 2 The Pledge of Allegiance was recited.

PAR. 3 **MINUTES:** The minutes of the November 11, 2008 meeting were presented for disposition.

PAR. 4 Motion was made by Trustee Ceretto, seconded by Trustee Buergel and Trustee Engelbrecht to accept the minutes of November 11, 2008. Motion carried by voice vote.
5-0

PAR. 5 **ATTORNEY'S REPORT:** No Report

OFFICERS' REPORTS

PAR. 6 **PRESIDENT'S REPORT:** President McKendree read aloud a thank you card from staff for the holiday party and a thank you from Ms. Swanson for the gift honoring her years of service.

PAR. 7 Trustee Schneider arrived at 7:40 P.M.

PAR. 8 **VICE PRESIDENT:** No Report.

PAR. 9 **SECRETARY:** No Report

PAR. 10 **TREASURER:** Treasurer Woodville presented the financial report dated November 2008 for approval.

- PAR. 11 Motion was made by Trustee Ceretto, seconded by Trustee Buergel to accept and place on file the Treasurer's Report dated November 2008. Motion carried by voice vote. 6-0
- PAR. 12 **FINANCE:** A list of bills dated December 9, 2008 was presented for payment. Motion was made by President McKendree, seconded by Trustee Buergel to authorize and approve payment of the December 9, 2008 bills in the amount of \$125,253.36. Roll #1 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Engelbrecht, Schneider, Woodville and President McKendree. No 'Nays' Motion carried 6-0
- PAR. 13 **BUILDING AND GROUNDS:** No Report
- PAR. 14 **POLICY:** No Report
- PAR. 15 **BY-LAWS:** No Report
- PAR. 16 **PUBLIC RELATIONS:** Trustee Woodville commented on the many positive comments he has received from the public regarding the library.
- PAR. 17 **PERSONNEL:** No Report
- PAR. 18 **TRUSTEE EDUCATION:** No Report
- PAR. 19 **INSURANCE:** No Report
- PAR. 20 **LIBRARY DIRECTOR'S REPORT:** Ms. Swanson presented her report dated December 9, 2008.
- PAR. 21 Ms. Swanson requested approval for the half day closing of the library on January 15, 2009 for Staff in-Service.
- PAR. 22 Motion was made by President McKendree, seconded by Trustee Schneider to approve closing of the library until 1:00 P.M. on January 15, 2009 for Staff In-Service as presented. Roll #2 was called. Voting was 'Aye' by Trustee's Buergel, Ceretto, Engelbrecht, Schneider, Woodville and President McKendree. No 'Nays' Motion carried 6-0
- PAR. 23 **UNFINISHED BUSINESS** None
- PAR. 24 **NEW BUSINESS:** Ms. Swanson requested approval to lease 3 Xerox copy machines.

PAR. 25 Motion was made by Trustee Ceretto, seconded by President McKendree to approve the leasing of three new Xerox copy machines at the initial cost of \$1,942.00 per month for 60 months. Roll #3 was called. Voting was 'Aye' by Trustee's Buerger, Ceretto, Engelbrecht, Schneider, Woodville and President McKendree. No 'Nays' Motion carried 6-0

PAR. 26 Ms Swanson requested approval to purchase four waterfall media fixtures for the youth service department.

PAR. 27 Motion was made by Trustee Ceretto, seconded by Trustee Buerger to approve the purchase of four waterfall media fixtures for the youth services department in the amount of \$6,518.00 as presented. Roll #4 was called. Voting was 'Aye' by Trustees Buerger, Ceretto, Engelbrecht, Schneider, Woodville and President McKendree. No 'Nays' Motion carried 6-0

PAR. 28 **PUBLIC DISCUSSION:** No Report

PAR. 29 Motion was made by Trustee Ceretto, seconded by Trustee Buerger to adjourn at 8:07 P.M. Motion carried by voice vote. 6-0

MARY JANE SCHNEIDER, SECRETARY
ALSIP-MERRIONETTE PARK
PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES

APPROVED _____ DATE _____

APPROVED-AMENDED _____ DATE _____

/car ** Denotes follow-up required