

MINUTES
ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES

November 11, 2008

PAR. 1 The regular monthly meeting of ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 7:35 PM by President McKendree. Roll was called. Present were Trustees Buergel, Ceretto, Engelbrecht, Pickar, Woodville and President McKendree. A quorum was present. Absent was 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; Mr. Hoge, Maintenance Mechanic; and Mr. Poremba, public, were also in attendance. In the absence of the Secretary Schneider, President McKendree assigned Trustee Ceretto as Secretary Pro-Tem.

PAR. 2 The Pledge of Allegiance was recited.

PAR. 3 **MINUTES:** The minutes of the October 14, 2008 meeting were presented for disposition.

PAR. 4 Motion was made by Trustee Ceretto, seconded by Trustee Buergel to accept the minutes of October 14, 2008. Motion carried by voice vote. 6-0

PAR.5 The minutes of the Committee of the Whole October 21, 2008 meeting were presented for disposition.

PAR. 6 Motion was made by Trustee Pickar, seconded by Trustee Buergel to accept the minutes of The Committee of the Whole October 21, 2008 meeting. Motion carried by voice vote. 6-0

PAR. 7 **ATTORNEY'S REPORT:** No Report

OFFICERS' REPORTS

PAR. 8 **PRESIDENT'S REPORT:** President McKendree commented on the October 21, 2008 meeting saying it was very productive.

PAR. 9 **VICE PRESIDENT:** No Report.

PAR. 10 **SECRETARY:** No Report

- PAR. 11 **TREASURER:** Treasurer Woodville presented the financial report dated October 2008 for approval.
- PAR. 12 Motion was made by Trustee Ceretto, seconded by Trustee Pickar to accept and place on file the Treasurer's Report dated October 2008. Motion carried by voice vote. 6-0
- PAR. 13 **FINANCE:** A list of bills dated November 11, 2008 was presented for payment. Motion was made by Trustee Ceretto, seconded by Trustees Buergel and Pickar to authorize and approve payment of the November 11, 2008 bills in the amount of \$130,045.73. Roll #1 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Engelbrecht, Pickar, Woodville and President McKendree. No 'Nays' Motion carried 6-0
- PAR. 14 A list of additional bills dated November 11, 2008 was presented for payment. Motion was made by Trustee Ceretto, seconded by Trustee Pickar to authorize and approve payment of the additional November 11, 2008 bills in the amount of \$13,444.34. Roll #2 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Engelbrecht, Pickar, Woodville and President McKendree. No 'Nays' Motion carried 6-0
- PAR. 15 **BUILDING AND GROUNDS:** Motion was made by President McKendree, seconded by Trustee Ceretto to authorize the library district's publication of an advertisement requesting a statement of interest in a library renovation project as well as statements of qualifications and performance data from those architectural firms that do not already have such statement on file with the district.
- PAR. 16 Trustee Pickar moved "That the motion be amended by adding the words 'and expansion' after the word 'renovation'"
- PAR. 17 President McKendree moved "That the motion be further amended by adding the words 'by January 1, 2009' after the words 'with the district'"
- PAR. 18 Hearing no objections the amendments were so moved.
- PAR. 19 Roll #3 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Engelbrecht, Pickar, Woodville and President McKendree to accept the motion on the floor as amended. No 'Nays' Motion carried 6-0
- PAR. 20 **POLICY:** No Report
- PAR. 21 **BY-LAWS:** As previously instructed by the board, Ms. Swanson presented for approval changes to the order of the board agenda.
- PAR. 22 No motion was made.

- PAR. 23 **PUBLIC RELATIONS:** Trustee Engelbrecht asked about replacing public chairs.
- PAR. 24 Ms. Swanson said Ms. Trela found a sample wood/chrome chair for the library to try in their public computer areas.
- PAR. 25 Ms. Malysa left the meeting at 7:57 P.M. to retrieve the sample chair.
- PAR. 26 Ms. Malysa returned at 7:58 P.M. with the sample chair.
- PAR. 27 The Board requested Ms. Trela to come prepared at the December meeting with prices for new public computer chairs.
- PAR. 28 **PERSONNEL:** No Report
- PAR. 29 **TRUSTEE EDUCATION:** No Report
- PAR. 30 **INSURANCE:** No Report
- PAR. 31 Motion was made by Trustee Pickar, seconded by Trustee Buergel to accept the committee reports as presented. Motion carried by Voice Vote. 6-0
- PAR. 32 **LIBRARY DIRECTOR'S REPORT:** Ms. Swanson presented her report dated November 11, 2008. Most items were previously covered.
- PAR. 33 Ms. Swanson informed the board about a minor problem with the furnace. She also informed the board that Air Comfort was ordering the part needed and the costs would range from \$1,800 to \$2,300.
- PAR. 34 Motion was made by President McKendree, seconded by Trustee Buergel to approve the repair the heating system by Air Comfort in the amount not to exceed \$2,500. Roll #4 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Engelbrecht, Pickar, Woodville and President McKendree. No 'Nays' Motion carried 6-0
- PAR. 35 Motion was made by Trustee Ceretto, seconded by Trustee Pickar to accept the Director's report as presented. Motion carried by Voice Vote. 6-0
- PAR. 36 **UNFINISHED BUSINESS** None
- PAR. 37 **NEW BUSINESS:** Ms. Swanson requested approval for the acceptance of MLS membership conditions and to certify compliance for fiscal year 2008-2009.

PAR. 38 Motion was made by Trustee Buerger, seconded by Trustee Ceretto to approve the acceptance of MLS membership conditions and certify compliance for fiscal year 2008-2009. Roll #5 was called. Voting was 'Aye' by Trustee's Buerger, Ceretto, Engelbrecht, Pickar, Woodville and President McKendree. No 'Nays' Motion carried 6-0

PAR. 39 President McKendree suggested all board members consider revision of
** the library's Long Range Plan.

PAR. 40 **PUBLIC DISCUSSION:** No Report

PAR. 41 Motion was made by Trustee Pickar, seconded by Trustee Ceretto to adjourn at 8:24 P.M. Motion carried by voice vote. 6-0

SANDY CERETTO, SECRETARY PRO-TEM
ALSIP-MERRIONETTE PARK
PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES

APPROVED _____ DATE _____

APPROVED-AMENDED _____ DATE _____

/car ** Denotes follow-up required