

MINUTES
ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
January 12, 2010

PAR. 1 The regular monthly meeting of ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 7:34 PM by President McKendree. Roll was called. Present were Trustees Buergel, Ceretto, Engelbrecht, Pickar, Schneider, Woodville and President McKendree. A quorum was present. Ms. Swanson, Library Director; Ms. Pajor, Assistant Library Director/Adult Manager; Ms. Trela, Circ/Tech Manager; Ms. Malysa, Youth Manager; Ms. Regan, Business Manager; Denis Hoge, Maintenance Mechanic and Mr. Poremba, public were also in attendance.

PAR. 2 The Pledge of Allegiance was recited.

PAR. 3 **MINUTES:** The minutes of the December 8, 2009 meeting were presented for disposition.

PAR. 4 Motion was made by Trustee Buergel, seconded by Trustee Pickar to accept the minutes of December 8, 2009 as presented. Motion carried by voice vote.7-0

PAR. 5 The minutes of the December 15, 2009 committee of the whole meeting were presented for disposition.

PAR. 6 Motion was made by Trustee Pickar, seconded by Trustee Buergel and Trustee Engelbrecht to accept the minutes of December 15, 2009 as presented. Motion carried by voice vote.7-0

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

OFFICERS' REPORTS

PAR. 8 **PRESIDENT'S REPORT:** President McKendree made note to the early close on Thursday, January 7, 2010 due to a snow storm.

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

PAR. 10 **SECRETARY:** No Report

PAR. 11 **TREASURER:** Treasurer Ceretto presented the financial report dated December 2009 for approval.

PAR. 12 Motion was made by Trustee Pickar, seconded by Trustee Buergel to accept and place on file the Treasurer's Report dated December 2009. Motion carried by voice vote. 7-0

PAR. 13 **FINANCE:** A list of bills dated January 12, 2010 was presented for payment.

- PAR. 14 Due to an error on the bill list, Ms. Regan excused herself to revise the list of bills dated January 12, 2010.
- PAR. 15 President McKendree moved to proceed with the next business in order.
- PAR. 16 **BUILDING AND GROUNDS:** Motion was made by Trustee Ceretto, seconded by Trustee Schneider to hire Mr. Philip Wade of Morris Wade to serve as Owner's Rep/Construction Manager for Alsip-Merrionette Park Public Library District. Roll #1 was called. Voting was 'Aye' by Trustees Buerger, Ceretto, Engelbrecht, Schneider, and President McKendree. Voting was 'Nay' by Trustee Pickar and 'Present' by Trustee Woodville . Motion carried 5-1-1
- PAR. 17 President McKendree asked Ms. Swanson to notify Mr. Philip Wade that he was tentatively selected to serve as Owner's Rep/Construction Manager for Alsip-Merrionette Park Public Library District contingent on the library attorney's approval of the agreement.
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- PAR.18 Formal approval of the agreement by the Board will take place as soon as possible after the attorney's approval.
- PAR. 19 **POLICY:** Trustee Pickar called for a Policy Committee meeting on January 19, 2010 for the purpose of discussing the Special Leave Policy, 8.75.4 and Staff Development Policy, 8.85.
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- PAR. 20 President McKendree asked for a copy of each current policy listed above and suggestions from Ms. Swanson be placed in Trustees' inbox for the meeting.
- PAR. 21 **BY-LAWS:** No Report
- PAR. 22 **PUBLIC RELATIONS:** President McKendree inquired about disclaimer signage for patron print jobs. Ms. Swanson said she would look into it.
- PAR. 23 **PERSONNEL:** No Report
- PAR. 24 **TRUSTEE EDUCATION:** No Report
- PAR. 25 **INSURANCE:** No Report
- PAR. 26 **LIBRARY DIRECTOR'S REPORT:** Ms. Swanson presented her report dated January 12, 2010. Most items were previously covered.
- PAR. 27 Ms. Swanson reported on the status of the construction grant the library is applying for.
- PAR. 28 President McKendree moved to return to Finance for approval of current bills.

- PAR. 29 **FINANCE (cont.):** Motion was made by Trustee Ceretto, seconded by Trustee Pickar to authorize and approve payment of the January 12, 2010 bills in the amount of \$203,375.31 Roll #2 was called. Voting was ‘Aye’ by Trustees Buergel, Ceretto, Engelbrecht, Pickar, Schneider, Woodville, and President McKendree. No ‘Nays’. Motion carried 7-0
- PAR. 30 **UNFINISHED BUSINESS** No Report
- PAR. 31 **NEW BUSINESS** Ms. Swanson asked for approval of 2 staff members to attend the PLA conference in March 2010.
- PAR. 32 Motion was made by President McKendree, seconded by Trustee Schneider to approve the attendance of 2 staff members to the PLA conference in Portland, Oregon from March 23, 2010 through March 27, 2010 with an amount not to exceed \$3000.00. Roll #3 was called. Voting was ‘Aye’ by Trustees Buergel, Ceretto, Engelbrecht, Pickar, Schneider, Woodville and President McKendree. No ‘Nays’. Motion carried 7-0
- PAR. 33 **PUBLIC DISCUSSION:** No Report
- PAR. 34 Motion was made by Trustee Pickar, seconded by Trustee Buergel to adjourn at 8:31 P.M. Motion carried by voice vote. 7-0

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

APPROVED _____ DATE _____

APPROVED-AMENDED _____ DATE _____

/car ** Denotes follow-up required