

**MINUTES**  
**ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT**  
**BOARD OF TRUSTEES**  
June 8, 2010

- PAR. 1        The regular monthly meeting of ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 7:39 PM by President McKendree. Roll was called. Present were Trustees Buergel, Ceretto, Pickar and President McKendree. A quorum was present. Absent were Trustees Engelbrecht, Schneider and Woodville. Ms. Swanson, Library Director; Ms. Pajor, Assistant Library Director/Adult Manager; Ms. Malysa, Youth Manager; Ms. Regan, Business Manager; Mr. Wade of Morris Wade Associates; Mr. Mackey of PSA Dewberry and Mr. Poremba, public were also in attendance. In the absence of Secretary Schneider, President McKendree assigned Trustee Buergel as Secretary Pro-Tem.
- PAR. 2        The Pledge of Allegiance was recited.
- PAR. 3        **MINUTES:** The minutes of the April 13, 2010 meeting were presented for disposition.
- PAR. 4        Motion was made by Trustee Pickar, seconded by President McKendree to accept the minutes of April 13, 2010 as presented. Motion carried by voice vote.4-0
- PAR. 5        President McKendree asked for the minutes of March 30, 2010 Policy Committee.
- PAR. 6        No minutes were presented.
- PAR. 7        President McKendree said approval of March 30, 2010 minutes will be addressed at the next regular board meeting.  
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- PAR. 8        **ATTORNEY'S REPORT:** President McKendree reported on her brief correspondence with Attorney Perlman and stated Board By-Laws do not trump State By-Laws with regards to a trustee not attending regular board meetings. The rule is a Board Trustee cannot miss 12 consecutive months of regular board meetings.

**OFFICERS' REPORTS**

- PAR. 9        **PRESIDENT:** President McKendree informed the other trustees that Trustee Engelbrecht has returned home from a long hospital stay.
- PAR. 10       **VICE PRESIDENT:** No Report
- PAR. 11       **SECRETARY:** No Report
- PAR. 12       **TREASURER:** Treasurer Ceretto mentioned a typo in the recent Newsletter that was sent out. It will be corrected.

- PAR. 13 Treasurer Ceretto reported that the Laconi Annual Trustee Dinner was wonderful.
- PAR. 14 Treasurer Ceretto presented the financial report dated May 2010 for approval.
- PAR. 15 Motion was made by Trustee Buergel, seconded by Trustee Pickar to accept and place on file the Treasurer's Report dated May 2010. Motion carried by voice vote. 4-0
- PAR. 16 **FINANCE:** Motion was made by Trustee Buergel, seconded by Trustee Pickar to ratify and approve payment of the list of bills dated May 11, 2010 in the amount of \$124,679.98 Roll #1 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Picker and President McKendree. No 'Nays'. Motion carried 4-0
- PAR. 17 A list of bills dated June 8, 2010 was presented for payment.
- PAR. 18 Motion was made by Trustee Pickar, seconded by Trustee Buergel to authorize and approve payment of the June 8, 2010 bills in the amount of \$139,449.63 Roll #2 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Pickar and President McKendree. No 'Nays'. Motion carried 4-0
- PAR. 19 **BUILDING AND GROUNDS:** Mr. Mackey from PSA-Dewberry/BCA presented his report with a goal to review and get approval from the board to move forward. Mr. Mackey said it is his hope to present at the July 13, 2010 the continued development of the building and review the cost estimate for the project.
- PAR. 20 Discussion ensued regarding allocation of space and location of departments.
- PAR. 21 Trustee Ceretto left the room at 9.:08 P.M.
- PAR. 22 Trustee Ceretto returned at 9:10 P.M.
- PAR. 23 Mr. Mackey described an extension off the southside of the existing building.
- PAR. 24 President McKendree said she is not in favor of the south extension. She stated she does not want to lose green space.
- PAR. 25 Trustee Pickar asked if we could push the building west.
- PAR. 26 Mr. Mackey stated we could only push west by 4 more feet.
- PAR. 27 Trustee Ceretto and Trustee Buergel said there would be more greenspace that expected to the south with the expansion.
- PAR. 28 Mr. Wade asked Mr. Mackey if he could pick up the needed space by squaring off the southwest corner of the new additions lower level.

- PAR. 29 Mr. Mackey stated if the geo-thermal test goes well, then the existing chiller can be eliminated and would free up needed space on the north side.
- PAR. 30 Mr. Mackey stated the driveway to the west of the new building will be a one-way going south.
- PAR. 31 Motion was made by President McKendree, seconded by Trustee Pickar to approve the soil borings with a cost not to exceed \$20,000.00 to determine how successful a geo-thermal system would be. Roll #3 was called. Voting was 'Aye' by Trustees Buerger, Ceretto, Pickar and President McKendree. No 'Nays'. Motion carried 4-0
- PAR. 32 Mr. Mackey handed out a revised schedule, which is now a month behind and said we were scheduled to present drawings for the cost estimate on June 24, 2010 he stated at this point he still feels there are a number of concerns from the board that need to be addressed before moving forward.
- PAR. 33 Mr. Mackey said PSA-Dewberry/BCA will develop a new plan according to board revisions with respect to moving the trash area to face out to the west parking lot, one way for the drive through, and study the opportunity for lights for the lower level and report at the committee of the whole meeting June 22, 2010 at 7:30 P.M.
- PAR. 34 Mr. Mackey and Mr. Wade left the meeting at 9:38 P.M.
- PAR. 35 **POLICY:** Ms. Swanson handed out copies and asked for approval of the revisions to the Collection Development Policy.
- PAR. 36 Motion was made by Trustee Ceretto, seconded by Trustee Pickar to approve the revised section of the Collection Development Policy as presented. Roll #4 was called. Voting was 'Aye' by Trustees Buerger, Ceretto, Pickar and McKendree. No 'Nays' Motion carried 4-0
- PAR. 37 **BY-LAWS:** No Report
- PAR. 38 **PUBLIC RELATIONS:** President McKendree suggested adding information to the library's newsletter regarding the need for patrons to supply two forms of ID to receive a library card.
- PAR. 39 Ms. Swanson asked approval for the Alsip Fun Fest and said we normally donate 10-\$5 gift certificates.
- PAR. 40 President McKendree said the park district is not having a race this year and would like to give the park district a cash donation.
- PAR. 41 Motion was made President McKendree, seconded by Trustee Pickar to donate \$50.00 cash to the Alsip Park District Family Fun Fest which is free to all. Roll #5 was called. Voting was 'Aye' by Trustees Buerger, Ceretto, Pickar and President McKendree. No 'Nays'. Motion carried 4-0

- PAR. 42      **PERSONNEL:** President McKendree stated a meeting needs to be set to consider salary and budget issues for FY 2010-2011.
- PAR. 43      A Committee of the Whole meeting to discuss salary and budget issues is set for July 6, 2010 at 7:30 P.M.
- PAR. 44      A copy of the current salary schedule will be provided for each trustee in their inbox.
- PAR. 45      **TRUSTEE EDUCATION:** No Report
- PAR. 46      **INSURANCE:** No Report
- PAR. 47      **LIBRARY DIRECTOR'S REPORT:** Ms. Swanson presented her report dated June 8, 2010. Most items were previously covered.
- PAR. 48      Ms. Swanson mentioned Per Capita requirements.
- PAR. 49      President McKendree asked board trustees to review the Serving Your Public for discussion at the next regular board meeting.
- PAR. 50      **UNFINISHED BUSINESS** No Report
- PAR. 51      **NEW BUSINESS** Ms. Swanson asked for approval of Ordinance No. 10-6-1, an ordinance making a determination of the prevailing wage.
- PAR. 52      Motion was made by Trustee Pickar, seconded by Trustee Ceretto to adopt and place on file Ordinance No. 10-6-1, entitled, AN ORDINANCE OF THE ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT MAKING A DETERMINATION OF THE PREVAILING WAGE, as presented. Roll #6 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Pickar, and President McKendree. No 'Nays'. Motion carried 4-0
- PAR. 53      Ms. Swanson asked for approval of Ordinance No. 10-6-, an ordinance authorizing non-resident cards.
- PAR. 54      Motion was made by President McKendree, seconded by Trustee Ceretto to adopt and place on file Ordinance No. 10-6-2, entitled, ANNUAL ORDINANCE AUTHORIZING ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT NON-RESIDENT CARDS presented. Roll #6 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Pickar, and President McKendree. No 'Nays'. Motion carried 4-0
- PAR. 55      Ms. Swanson asked for approval of regular board meeting dates for FY 2010-2011.
- PAR. 56      Motion was made by Trustee Pickar, seconded by President McKendree to approve and accept the regular board meeting dates for FY 2010-2011, as presented. Motion carried by voice vote. 4-0
- PAR. 57      **PUBLIC DISCUSSION:** No Report

PAR. 58

Motion was made by Trustee Pickar, seconded by President McKendree to adjourn at 9:59 P.M. Motion carried by voice vote. 4-0

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JUDY BUERGEL, SECRETARY, PRO-TEM  
ALSIP-MERRIONETTE PARK  
PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

APPROVED-AMENDED \_\_\_\_\_ DATE \_\_\_\_\_

/car \*\* Denotes follow-up required