

MINUTES
ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
July 13, 2010

PAR. 1 The regular monthly meeting of ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 7:30 PM by President McKendree. Roll was called. Present were Trustees Buergel, Engelbrecht, Pickar, Schneider and President McKendree. A quorum was present. Absent were Trustees Ceretto and Woodville. Ms. Swanson, Library Director; Ms. Pajor, Assistant Library Director/Adult Manager; Ms. Trela, Circ/Tech Manger; Ms. Malysa, Youth Manager; Ms. Regan, Business Manager; Mr. Wade of Morris Wade Associates; Mr. Pfeiffer and a colleague of PSA Dewberry and Mr. Poremba, public were also in attendance.

PAR. 2 The Pledge of Allegiance was recited.

PAR. 3 **MINUTES:** The minutes of the June 8, 2010 meeting were presented for disposition.

PAR. 4 Motion was made by Trustee Engelbrecht, seconded by Trustee Buergel to accept the minutes of June 8, 2010 as presented. Motion carried by voice vote.5-0

PAR. 5 President McKendree requested the minutes of March 30, 2010 Policy Committee.

PAR. 6 The request for minutes from the March 30, 2010 Policy Committee meeting was tabled until the next meeting.

PAR. 7 The minutes of the July 6, 2010 Committee of the Whole meeting were presented for disposition.

PAR. 8 Motion was made by Trustee Pickar, seconded by Trustee Buergel to accept the minutes of July 6, 2010 Committee of the Whole meeting, as presented. Motion carried by voice vote.5-0

PAR. 9 **ATTORNEY'S REPORT:** No Report

OFFICERS' REPORTS

PAR. 10 **PRESIDENT:** Ms. Swanson reminded the board that two Trustees need to audit the secretary's minutes from fiscal year 2009-2010.

PAR. 11 President McKendree called for volunteers. Trustee Pickar volunteered and President McKendree appointed Trustee Ceretto.

PAR. 12 **VICE PRESIDENT:** No Report

PAR. 13 **SECRETARY:** No Report

- PAR. 14 **TREASURER:** The Treasurers report dated June 2010 was presented for approval.
- PAR. 15 Motion was made by President McKendree, seconded by Trustee Pickar to accept and place on file the Treasurer's Report dated June 2010. Motion carried by voice vote. 5-0
- PAR. 16 **FINANCE:** A list of bills dated July 13, 2010 was presented for payment.
- PAR. 17 Motion was made by Trustee Pickar, seconded by Trustee Buergel to authorize and approve payment of the July 13, 2010 bills in the amount of \$248,610.84 Roll #1 was called. Voting was 'Aye' by Trustees Buergel, Engelbrecht, Pickar, Schneider and President McKendree. No 'Nays'. Motion carried 5-0
- PAR. 18 **BUILDING AND GROUNDS:** Mr. Pfeiffer from PSA-Dewberry/BCA presented his report with a goal to review and get approval from the board to move forward.
- PAR. 19 Discussion ensued regarding overall square footage of building and cost estimate.
- PAR. 20 Mr. Pfeiffer reported the new building plans are 1500 square feet over the original approved plan and at a higher cost, as per several previous requests from the board.
- PAR. 21 Discussion ensued.
- PAR. 22 Mr. Wade, the owners rep., recommended not moving into the next phase until the square footage and cost are in line with the original contract.
- PAR. 23 The board asked PSA-Dewberry to present a new plan by shaving 1500 square feet from the current building plan and lowering the cost.
- PAR. 24 PSA-Dewberry is to report back at the August 10th regular board meeting.
- PAR. 25 Mr. Pfeiffer, his colleague and Mr. Wade left the meeting at 8:46 P.M.
- PAR. 26 **POLICY:** No Report
- PAR. 27 **BY-LAWS:** President McKendree reported she has been reading over the By-Laws and encouraged all other trustees to do the same.
- PAR. 28 **PUBLIC RELATIONS:** Ms. Swanson handed out a request received by the library for purchase of ad space in District 218's calendar.
- PAR. 29 The board declined.
- PAR. 30 **PERSONNEL:** President McKendree moved that personnel discussion be postponed until the end of the meeting.
- PAR. 31 Hearing no objections, it was so moved.

- PAR. 32 **TRUSTEE EDUCATION:** No Report
- PAR. 33 **INSURANCE:** No Report
- PAR. 34 **LIBRARY DIRECTOR’S REPORT:** Ms. Swanson presented her report dated July 13, 2010. Most items were previously covered.
- PAR. 35 Ms. Swanson reported she will be meeting with Mr. Wade on July 14, 2010 at 2:30 P.M. to inspect potential properties for the library’s relocation.
- PAR. 36 Ms. Swanson also reminded the board again to review the Serving Our Public for the Per Capita Grant.
- PAR. 37 **UNFINISHED BUSINESS** No Report
- PAR. 38 **NEW BUSINESS** Ms. Swanson asked for approval of Ordinance No. 10-7-3, entitled, AN ORDINANCE PROVIDING FOR THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT ESTABLISHING THE SYSTEM WIDE AUTOMATED NETWORK (“SWAN”) AND AUTHORIZING MEMBERSHIP IN SWAN.
- PAR. 39 Motion was made by President McKendree, seconded by Trustee Pickar to adopt and place on file Ordinance No. 10-7-3, entitled, **AN ORDINANCE PROVIDING FOR THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT ESTABLISHING THE SYSTEM WIDE AUTOMATED NETWORK (“SWAN”) AND AUTHORIZING MEMBERSHIP IN SWAN**, as presented. Roll #2 was called. Voting was ‘Aye’ by Trustees Buergel, Engelbrecht, Pickar, Schneider, and President McKendree. No ‘Nays’. Motion carried 5-0
- PAR. 40 Ms. Swanson asked for approval of Ordinance No. 10-7-4, AN ORDINANCE CONCURRING IN THE RECOMMENDATION OF METROPOLITAN LIBRARY SYSTEM TO REPEAL THE EXISTING SYSTEM WIDE AUTOMATED NETWORK FULL PARTICIPATION AGREEMENT.
- PAR. 41 Motion was made by Trustee Pickar, seconded by Trustee Buergel to adopt and place on file Ordinance No. 10-7-4, **AN ORDINANCE CONCURRING IN THE RECOMMENDATION OF METROPOLITAN LIBRARY SYSTEM TO REPEAL THE EXISTING SYSTEM WIDE AUTOMATED NETWORK FULL PARTICIPATION AGREEMENT**, as presented. Roll #3 was called. Voting was ‘Aye’ by Trustees Buergel, Engelbrecht, Pickar, Schneider, and President McKendree. No ‘Nays’. Motion carried 5-0
- PAR. 42 Ms. Swanson asked for approval of the INTERGOVERNMENTAL AGREEMENT ESTABLISHING THE SYSTEM WIDE AUTOMATED NETWORK (“SWAN”) AND AUTHORIZING MEMBERSHIP IN SWAN.

- PAR. 43 Motion was made by President McKendree, seconded by Trustee Pickar to adopt and authorize signature of the **INTERGOVERNMENTAL AGREEMENT ESTABLISHING THE SYSTEM WIDE AUTOMATED NETWORK (“SWAN”) AND AUTHORIZING MEMBERSHIP IN SWAN**, as presented. Roll #4 was called. Voting was ‘Aye’ by Trustees Buergel, Engelbrecht, Pickar, Schneider, and President McKendree. No ‘Nays’. Motion carried 5-0
- PAR. 44 **PUBLIC DISCUSSION:** No Report
- PAR. 45 Motion was made by Trustee Pickar, seconded by Trustee Buergel to move to executive session at 8:59 P.M. for the purpose of discussing personel. Hearing no objections, it was so moved.
- PAR. 46 President McKendree reconvened the meeting at 9:04 P.M. Roll was called. Present were Trustees Buergel, Engelbrecht, Pickar, Schneider and President McKendree. A quorum was present.
- PAR. 47 Motion was made by Trustee Schneider, seconded by President McKendree to accept committee’s salary recommendations, salary recommendations from Ms. Swanson and to adopt the revised Salary Schedule, also recommended by Ms. Swanson, as presented. Roll #5 was called. Voting was ‘Aye’ by Trustees Buergel, Engelbrecht, Pickar, Schneider, and President McKendree. No ‘Nays’. Motion carried 5-0
- PAR. 48 President McKendree suggested addressing the Fiscal Year 2010-2011 operationg budget at the next board meeting. President McKendree encouraged all Trustees to review and come prepared to vote on the new operating budget for Fiscal Year 2010-2011 at the August 10, 2010 regular board meeting.
- PAR. 49 Motion was made by Trustee Pickar, seconded by Trustee Buergel to adjourn at 9:15 P.M. Motion carried by voice vote. 5-0

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

APPROVED _____ DATE _____

APPROVED-AMENDED _____ DATE _____

/car ** Denotes follow-up required