

**MINUTES**  
**ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT**  
**BOARD OF TRUSTEES**  
September 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. Roll was called. Present were Trustees Ceretto, Engelbrecht, Pickar, Schneider, and President McKendree. A quorum was present. Absent were Trustees Buergel and Woodville. Ms. Swanson, Library Director; Ms. Pajor; Assistant Director/Adult Manager; Ms. Regan, Business Manager; Mr. Perlman, Attorney; Mr. 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 August 12, 2008 meeting were presented for disposition.
- PAR. 4        Motion was made by Trustee Ceretto, seconded by Trustee Engelbrecht to accept the minutes of August 12, 2008. Motion carried by voice vote. 5-0
- PAR. 5        The minutes of the August 19, 2008 Committee of the Whole meeting were presented for disposition.
- PAR.6        Motion was made by President McKendree, seconded by Trustee Schneider and Trustee Pickar to accept the minutes of August 19, 2008 Committee of the Whole. Motion carried by voice vote. 5-0
- PAR. 7        Ms. Malysa, Youth Manager arrived at 7:39 P.M.
- PAR. 8        **ATTORNEY'S REPORT:** Attorney Perlman presented Ordinance #08-9-3 for disposition, entitled: AN ORDINANCE PROVIDING FOR A BUDGET AND APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2008 AND ENDING ON JUNE 30, 2009 FOR THE ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT.
- PAR. 9        President McKendree called the Public Hearing to order at 7:40 P.M.
- PAR. 10       There was no public discussion. Calling for any objections and hearing none. President McKendree declared the Public Hearing closed at 7:42 P.M.

- PAR. 11 Trustee Buergel arrived at 7:44 P.M.
- PAR. 12 Motion was made by Trustee Ceretto, seconded by Trustee Pickar to adopt Ordinance #08-9-3 for disposition, entitled: AN ORDINANCE PROVIDING FOR A BUDGET AND APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2008 AND ENDING ON JUNE 30, 2009 FOR THE ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT, as presented. Roll #1 was called. Voting was 'Aye' by Trustees Ceretto, Engelbrecht, Pickar, Schneider and President McKendree. No 'Nays' Trustee Buergel abstained Motion carried 5-0-1
- PAR. 13 Motion was made by President McKendree, seconded by Trustee Schneider to authorize Attorney Perlman to draft a resolution, entitled: A RESOLUTION DIRECTING THE COUNTY CLERK TO ELIMINATE THE PRACTICE OF ADDING A LOSS OF COLLECTIONS FACTOR FOR PUPOSES OF CALCULATING TOTAL LEVY AMOUNTS. Roll #2 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Engelbrecht, Pickar, Schneider and President McKendree. No 'Nays' Motion carried 6-0
- PAR. 14 Motion was made by President McKendree, seconded by Trustee Ceretto and Trustee Engelbrecht to accept the Attorney's report . Motion carried by voice vote. 6-0

### OFFICERS' REPORTS

- PAR. 15 **PRESIDENT'S REPORT:** No Report
- PAR. 16 **VICE PRESIDENT:** No Report.
- PAR. 17 **SECRETARY:** No Report
- PAR. 18 Trustee Ceretto left the room at 7:58 P.M.
- PAR. 19 **TREASURER:** A financial report dated August 2008 was presented for approval. Motion was made by Trustee Pickar, seconded by Trustee Buergel to accept and place on file the Treasurer's Report dated August 2008. Motion carried by voice vote. 5-0
- PAR. 20 Trustee Ceretto returned at 8:00 P.M.
- PAR. 21 **FINANCE:** A list of bills dated September 9, 2008 was presented for payment. Motion was made by Trustee Buergel, seconded by Trustee Engelbrecht to authorize and approve payment of the September 9, 2008 bills in the amount of \$121,133.70. Roll #3 was called. Voting was 'Aye'

by Trustees Buerger, Ceretto, Engelbrecht, Pickar, Schneider, and President McKendree. No 'Nays' Motion carried 6-0

- PAR. 22      **BUILDING AND GROUNDS:** The Board of Trustees asked Ms.  
\*\*              Swanson to contact BCA and remind them we would like the estimate for  
                    the cost of writing the specifications for the bidding process of a new boiler  
                    system.
- PAR. 23      President McKendree tentatively set a meeting for Building and Grounds  
\*\*              for October 21, 2008, 7:00 P.M. Trustees are encouraged to visit other  
                    libraries, such as Glenwood-Lynwood, LaGrange, Flossmoor, and  
                    Addison. Trustees are to bring any information/ideas to meeting.
- PAR. 24      **POLICY:** No Report
- PAR. 25      **BY-LAWS:** No Report
- PAR. 26      **PUBLIC RELATIONS:** Ms. Swanson requested approval for  
                    contribution to Alsip Chamber of Commerce annual auction.
- PAR. 27      Motion was made by President McKendree, seconded by Trustee Ceretto  
                    to approve a donation of 2-\$25.00 gift certificates to the Alsip Chamber of  
                    Commerce annual auction. Roll #4 was called. Voting was 'Aye' by  
                    Trustees Buerger, Ceretto, Engelbrecht, Pickar, Schneider, and President  
                    McKendree. No 'Nays' Motion carried 6-0
- PAR. 28      **PERSONNEL:** No Report
- PAR. 29      **TRUSTEE EDUCATION:** President McKendree reminded Trustees of  
\*\*              Glenwood-Lynwood Library's grand opening scheduled for Saturday  
                    September 20, 2008. She also wanted to remind them of Trustees Day at  
                    ILA.
- PAR. 30      Ms. Swanson led a discussion regarding the Information of Freedom Act  
                    the Open Meetings Act, and the Ethics Statement.
- PAR. 31      Discussion ensued.
- PAR. 32      Ms. Swanson again reminded all Trustees to provide her with the ethics  
                    receipt that was mailed to their homes.
- PAR. 33      **INSURANCE:** No Report
- PAR. 34      **LIBRARY DIRECTOR'S REPORT:** Ms. Swanson presented her  
                    report dated September 9, 2008. Most items were previously covered.

- PAR. 35 Ms. Swanson mentioned the ordering of the LACONI surveys. The Board suggested ordering two copies, one for the Trustees to share and one for the library.
- PAR. 36 **UNFINISHED BUSINESS** Ms. Swanson requested approval for the changes to Circulation/Technical Services Department.
- PAR. 37 Motion was made by Trustee Pickar, seconded by Trustee Engelbrecht to approve the changes to Circulation/Technical Services Department as presented in the approved Committee of the Whole minutes of August 19, 2008. Roll #5 was called. Voting was 'Aye' by Trustees Buerger, Engelbrecht, Ceretto, Pickar, Schneider, and President McKendree. No 'Nays' Motion carried 6-0
- PAR. 38 **NEW BUSINESS:** Ms. Swanson requested approval for purchase of chairs for staff use.
- PAR. 39 Motion was made by President McKendree, seconded by Trustee Ceretto to approve the purchase of chairs for staff use with an amount of \$8,780.80.
- PAR. 40 President McKendree moved to amend her motion by Striking out "of \$8,780.80" and Inserting "not to exceed \$9,300.00". Roll #6 was called. Voting was 'Aye' by Trustee's Buerger, Ceretto, Engelbrecht, Pickar, Schneider, and President McKendree. No 'Nays' Motion carried 6-0
- PAR. 41 Ms. Swanson requested approval to purchase furnishings for new youth services office.
- PAR. 42 President McKendree left the room at 9:16 P.M.
- PAR. 43 President McKendree returned at 9:17 P.M.
- PAR. 44 Motion was made by Trustee Pickar, seconded by Trustee Ceretto to approve the purchase of furnishings for new youth services office in the amount of \$2,350.00. Roll #7 was called. Voting was "Aye" by Trustees Buerger, Ceretto, Engelbrecht, Pickar, Schneider, and President McKendree, no "Nays". Motion carried 6-0.
- PAR. 45 **PUBLIC DISCUSSION:** No Report
- PAR. 46 Trustee Ceretto left the room at 9:27 P.M.
- PAR. 47 President McKendree noted the 2007-2008 audit of the regular meeting minutes has been completed by Trustee Woodville and Trustee Pickar.

PAR. 48 Motion was made by Trustee Pickar, seconded by Trustee Buerger to adjourn at 9:29 P.M. Motion carried by voice vote. 6-0

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

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

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

/car \*\* Denotes follow-up required