

MINUTES
ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
February 10, 2009

PAR. 1 The regular monthly meeting of ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 7:44 PM by Vice President Ceretto. Roll was called. Present were Trustees Buergel, Engelbrecht, Pickar and Vice-President Ceretto. A quorum was present. Absent were Trustee Schneider, Trustee Woodville and President McKendree. Ms. Swanson, Library Director; Ms. Pajor; Assistant Director/Adult Manager; Ms. Trela, Circ/Tech Manager; Ms. Malysa, Youth Manager; Ms. Regan, Business Manager were also in attendance. In the absence of Secretary Schneider, Vice President Ceretto assigned Trustee Buergel as Secretary Pro-Tem.

PAR. 2 The Pledge of Allegiance was recited.

PAR. 3 **MINUTES:** The minutes of the January 13, 2009 meeting were presented for disposition.

PAR. 4 Motion was made by Trustee Pickar, seconded by Trustee Buergel to accept the minutes of January 13, 2009 as amended. *PAR. 11, Line 2 reads 'Motion was made by Trustee Pickar'*, should read; '**Motion was made by Trustee Ceretto**' Motion carried by voice vote. 4-0

PAR. 5 **ATTORNEY'S REPORT:** No Report

OFFICERS' REPORTS

PAR. 6 **PRESIDENT'S REPORT:** No Report

PAR. 7 **VICE PRESIDENT:** No Report.

PAR. 8 **SECRETARY:** No Report

PAR. 9 **TREASURER:** Ms. Regan presented the financial report dated January 2009 for approval.

PAR. 10 Trustee Woodville arrived at 7:47 P.M.

PAR. 11 Motion was made by Trustee Buergel, seconded by Trustee Pickar and Trustee Engelbrecht to accept and place on file the Treasurer's Report dated January 2009. Roll #1 was called. Voting was 'Aye' by Trustees Buergel, Pickar, Woodville and Vice President Ceretto. No 'Nays' Motion carried 5-0

PAR. 12 **FINANCE:** A list of bills dated February 10, 2009 was presented for payment. Motion was made by Trustee Buergel, seconded by Trustee Pickar to authorize and approve payment of the February 10, 2009 bills in the amount of \$163,193.53. Roll #2 was called. Voting was 'Aye' by Trustees Buergel, Engelbrecht, Pickar, Woodville and Vice President Ceretto. No 'Nays' Motion carried 5-0

- PAR. 13 **BUILDING AND GROUNDS:** Motion was made by Vice President Ceretto, seconded by Trustee Pickar to address Building and Grounds at the end of the meeting.
- PAR. 14 **POLICY:** No Report
- PAR. 15 **BY-LAWS:** No Report
- PAR. 16 **PUBLIC RELATIONS:** Trustee Engelbrecht commented on how nice the waterfall displays are for showcasing dvds and cds.
- PAR. 17 **PERSONNEL:** Ms. Swanson handed out updated organizational charts.
- PAR. 18 **TRUSTEE EDUCATION:** Ms. Swanson mentioned the upcoming Legislative Breakfast.
- PAR. 19 Vice President Ceretto commented on the library's wonderful new website.
- PAR. 20 **INSURANCE:** No Report
- PAR. 21 **LIBRARY DIRECTOR'S REPORT:** Ms. Swanson presented her report dated February 10, 2009. Most items were previously covered.
- PAR. 22 Ms. Swanson informed the Trustees that a meeting has been set up on Wednesday February 11, 2009 at 1:15 PM for selected staff to meet with Prairie Jr. High students, who will present their 'portfolios' of ideas for the mural. Ms. Swanson also stated that Board participation was welcome.
- PAR. 23 **UNFINISHED BUSINESS** None
- PAR. 24 **NEW BUSINESS:** Ms. Swanson requested approval of the purchase of 23 chairs for public internet stations.
- PAR. 25 Motion was made by Trustee Pickar, seconded by Trustee Engelbrecht to approve the purchase of 23 chairs for public internet stations in the amount of \$2,398.80 as presented. Roll #4 was called. Voting was 'Aye' by Trustees Buerger, Engelbrecht, Woodville, Pickar and Vice President Ceretto. No 'Nays'. Motion carried 5-0
- PAR. 26 Ms. Swanson requested approval to purchase a new coinbox for the youth services Xerox public copier.
- PAR. 27 Motion was made by Vice President Ceretto, seconded by Trustee Buerger to approve the purchase of 1 new coinbox for the youth services Xerox public copier in the amount of \$2,595.00 as presented. Roll #5 was called. Voting was 'Aye' by Trustees Buerger, Engelbrecht, Pickar, Woodville and Vice President Ceretto. No 'Nays'. Motion carried 5-0
- PAR. 28 Ms. Swanson requested approval for staff attendance at Computers in Libraries Conference, noting there is no library cost involved.

- PAR. 29 Motion was made by Trustee Pickar, seconded by Vice President Ceretto to approve staff attendance at the Computers in Libraries Conference in Arlington, VA from March 30-April 1, 2009 as presented. Motion carried by voice vote. 5-0
- PAR. 30 Vice President Ceretto moved to return to Building and Grounds.
- PAR. 31 **BUILDING AND GROUNDS (cont.):** Trustees reviewed all information previously handed out and selected a semi-final list of architect candidates for interview by the Board of Trustees.
- PAR. 32 Motion was made by Vice President Ceretto, seconded by Trustees Buergel and Pickar to select five architects to give a presentation and be interviewed by the Board of Trustees, also to have Ms. Swanson invite said architects to do so on March 31, 2009 at various timeslots. Roll #6 was called. Voting was 'Aye' by Trustees Buergel, Engelbrecht, Pickar, Woodville and Vice President Ceretto. No 'Nays'. Motion carried 5-0
- PAR. 33 The architects selected in alphabetical order are: Burnidge Cassell Associates, Engberg Anderson, Holabird & Root, LLC, PSA Dewberry and WCT Architects, Inc.
- PAR. 34 **PUBLIC DISCUSSION:** No Report
- PAR. 35 Motion was made by Vice President Ceretto, seconded by Trustee Buergel to adjourn at 8:47 P.M. Motion carried by voice vote. 5-0

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

APPROVED _____ DATE _____

APPROVED-AMENDED _____ DATE _____

/car ** Denotes follow-up required