

MINUTES
ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
September 8, 2009

PAR. 1 The regular monthly meeting of ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 7:35 PM by President McKendree. Roll was called. Present were Trustees Buergel, Engelbrecht, Pickar, Schneider, Woodville and President McKendree. A quorum was present. Absent was Trustee Ceretto. Ms. Swanson, Library Director; Ms. Malysa, Youth Manager; Ms. Trela, Circulation/Technical Manager; Ms. Regan, Business Manager and Mr. Poremba, public were also in attendance.

PAR. 2 The Pledge of Allegiance was recited.

PAR. 3 **MINUTES:** The minutes of the August 11, 2009 meeting were presented for disposition.

PAR. 4 Motion was made by Trustee Schneider, seconded by Trustee Pickar to accept the minutes of August 11, 2009 as presented. Motion carried by voice vote.6-0

PAR. 5 **ATTORNEY'S REPORT:** President McKendree motioned to move to committee reports pending the arrival of the attorney. Hearing no objections, order stands.

PAR. 6 Trustee Ceretto arrived at 7:37 P.M.

OFFICERS' REPORTS

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

PAR. 8 **VICE PRESIDENT:** No Report

PAR. 9 **SECRETARY:** No Report

PAR. 10 **TREASURER:** The financial report dated August 2009 was presented for approval.

PAR. 11 Motion was made by Trustee Buergel, seconded by President McKendree to accept and place on file the Treasurer's Report dated August 2009. Motion carried by voice vote. 7-0

PAR. 12 **FINANCE:** A list of bills dated September 8, 2009 was presented for payment.

PAR. 13 Motion was made by Trustee Buergel, seconded by President McKendree to authorize and approve payment of the September 8, 2009 bills in the amount of \$139,708.43. Roll #1 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Engelbrecht, Pickar, Schneider, Woodville and President McKendree. No 'Nays'. Motion carried 7-0

- PAR. 14 **BUILDING AND GROUNDS:** No Report
- PAR. 15 **POLICY:** Ms. Swanson asked for revisions and or additions to the Bloodborne Pathogens Policy from trustees.
- PAR. 16 Discussion ensued.
- PAR. 17 Motion was made by Trustee Engelbrecht, seconded by Trustee Ceretto to accept the Bloodborne Pathogens Policy renamed ‘BLOODBORNE & BODY FLUIDS PATHOGENS POLICY’ and revised as presented. 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. 18 Attorney Perlman arrived at 7:58 P.M.
- PAR. 19 Motion was made by Trustee Pickar, seconded by Trustee Buergel and Trustee Engelbrecht to return to the Attorney’s report. Motion was carried by voice vote 7-0
- PAR. 20 **ATTORNEY’S REPORT: (cont.)** Attorney Perlman presented Ordinance No. 09-9-4 for disposition, entitled: AN ORDINANCE PROVIDING FOR A BUDGET AND APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2009 AND ENDING ON JUNE 30, 2010 FOR THE ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT.
- PAR. 21 President McKendree called the Public Hearing to order at 8:05 P.M.
- PAR. 22 There was no public discussion. Calling for any objections and hearing none, President McKendree declared the Public Hearing closed at 8:10 P.M.
- PAR. 23 Motion was made by President McKendree, seconded by Trustee Ceretto to adopt Ordinance No. 09-9-4 for disposition, entitled: AN ORDINANCE PROVIDING FOR A BUDGET AND APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2009 AND ENDING ON JUNE 30, 2010 FOR THE ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT, as presented. 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. 24 Attorney Perlman presented his report regarding the trustees’ request to negotiate the contract with PSA Dewberry/BCA Architects.
- PAR. 25 Motion was made by President McKendree, seconded by Trustee Ceretto and Trustee Engelbrecht to retain the services of PSA Dewberry/BCA Architects as presented by Attorney Perlman. Roll #4 was called. Voting was ‘Aye’ by Trustees Buergel, Ceretto, Engelbrecht, Pickar, Woodville and President McKendree. No ‘Nays’ Trustee Schneider abstained. Motion carried 6-0-1

- PAR. 26 Ms. Swanson reported that in the event the contract was approved, Mr. McCarthy of PSA Dewberry/BCA Architects would like to meet with the board to get it launched and get an overview to start the project.
- PAR. 27 The board of trustees agreed to meet with Mr. McCarthy on Tuesday, September 22, 2009 at 7:00 P.M. Ms. Regan to remind all trustees.
- PAR. 28 Attorney Perlman briefly explained financing for the project and stated his firm would advise the library of their options for financing.
- PAR. 29 Attorney Perlman left meeting at 8:25 P.M.
- PAR. 30 **BY-LAWS:** No Report
- PAR. 31 **PUBLIC RELATIONS:** Ms. Swanson presented for approval participation in the Alsip Chamber of Commerce Annual Auction.
- PAR. 32 Motion was made by President McKendree, seconded by Trustee Ceretto to donate 2- \$25.00 Borders Gift Certificates to the Alsip Chamber of Commerce Annual Auction to be held on October 6, 2009. Roll #5 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Engelbrecht, Pickar, Schneider, Woodville and President McKendree. No 'Nays' Motion carried 7-0
- PAR. 33 Ms. Swanson read aloud a thank you from Chippewa School for attending their open house to promote the library's services.
- PAR. 34 **PERSONNEL:** Ms. Swanson reported employee Ms. Cottonaro recently completed her MLS. President McKendree said congratulations.
- PAR. 35 **TRUSTEE EDUCATION:** President McKendree mentioned the upcoming trustee workshop: 'Evaluating your Director' on September 30, 2009. President McKendree and Trustee Engelbrecht said they would be attending.
- PAR. 36 President McKendree also reminded trustees of the ILA Trustee Day in Peoria on October 8, 2009. Trustees should let Ms. Regan know if they would like to attend.
- PAR. 37 **INSURANCE:** Ms. Swanson presented for approval the renewal of A.J. Gallagher insurance policies for 2009-2010.
- PAR. 38 Motion was made by Trustee Ceretto, seconded by Trustee Pickar to approve the renewal of A.J. Gallagher insurance policy for the FY 2009-2010 as presented. Roll #6 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Engelbrecht, Pickar, Schneider, Woodville and President McKendree. No 'Nays' Motion carried 7-0
- PAR. 39 **LIBRARY DIRECTOR'S REPORT:** Ms. Swanson presented her report dated September 8, 2009. Most items were previously covered

- PAR. 40 A motion was made by Trustee Ceretto, seconded by Trustee Pickar to accept all reports as presented. Motion carried by voice vote 7-0.
- PAR. 41 **UNFINISHED BUSINESS** Discussed under attorney's report.
- PAR. 42 **NEW BUSINESS** Ms. Swanson presented for approval a contract from Roy Erikson Outdoor Maintenance for snow removal during the 2009-2010 winter season.
- PAR. 43 Motion was made by Trustee Pickar, seconded by Trustee Buergel to approve and accept the contract from Roy Erikson Outdoor Maintenance for snow removal during the 2009-2010 winter season. Roll #7 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Engelbrecht, Pickar, Schneider, Woodville and President McKendree. No 'Nays' Motion carried 7-0
- PAR. 44 **PUBLIC DISCUSSION:** None
- PAR. 45 Motion was made by Trustee Pickar, seconded by Trustee Engelbrecht and Trustee Buergel to adjourn at 9:03 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