

MINUTES
ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
October 13, 2009

- PAR. 1 The regular monthly meeting of ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 7:32 PM by President McKendree. Roll was called. Present were Trustees Ceretto, Pickar, Schneider, Woodville and President McKendree. A quorum was present. Absent were Trustee Buergel and Trustee Engelbrecht. Ms. Swanson, Library Director; Ms. Malysa, Youth Manager; Ms. Pajor, Assistant Library Director/Adult 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 September 8, 2009 meeting were presented for disposition.
- PAR. 4 Motion was made by Trustee Pickar, seconded by Trustee Ceretto to accept the minutes of September 8, 2009 as presented. Motion carried by voice vote.5-0
- PAR. 5 The minutes of the September 22, 2009 special meeting were presented for disposition.
- PAR. 6 Motion was made by Trustee Ceretto, seconded by Trustee Pickar to accept the minutes of September 22, 2009 as presented. Motion carried by voice vote.5-0
- PAR. 7 **ATTORNEY'S REPORT:** No Report

OFFICERS' REPORTS

- PAR. 8 **PRESIDENT'S REPORT:** President McKendree reported on the workshop Trustee Engelbrecht and she attended on September 30, 2009 entitled; 'Evaluating your Director'.
- PAR. 9 **VICE PRESIDENT:** No Report
- PAR. 10 **SECRETARY:** President McKendree acknowledged the invitation from Stony Creek School celebrating their 50th Anniversary on October 16, 2009.
- PAR. 11 **TREASURER:** Treasurer Ceretto presented the financial report dated September 2009 for approval.
- PAR. 12 Motion was made by Trustee Ceretto, seconded by Trustee Pickar to accept and place on file the Treasurer's Report dated September 2009. Motion carried by voice vote. 5-0

- PAR. 13 **FINANCE:** A list of bills dated October 13, 2009 was presented for payment.
- PAR. 14 Motion was made by Trustee Pickar, seconded by Trustee Ceretto to authorize and approve payment of the October 13, 2009 bills in the amount of \$146,982.13. Roll #1 was called. Voting was ‘Aye’ by Trustees Ceretto, Pickar, Schneider, Woodville and President McKendree. No ‘Nays’. Motion carried 5-0
- PAR. 15 **BUILDING AND GROUNDS:** Selection of a construction manager/owner’s representative for the upcoming addition/remodel project was up for discussion.
- PAR. 16 Ms. Swanson was asked to prepare credentials and references of all interested parties for board review.
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- PAR. 17 Ms. Swanson was asked to look into setting up interviews on Tuesday, November 3, 2009.
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- PAR. 18 **POLICY:** Ms. Swanson handed out the revised Blood and Body Fluids Pathogens Policy to trustees.
- PAR. 19 President McKendree suggested Trustee Pickar call a Policy Committee meeting to discuss the current Special Leave Policy.
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- PAR. 20 **BY-LAWS:** No Report
- PAR. 21 **PUBLIC RELATIONS:** President McKendree commented on the thank you note from a mother regarding the wonderful attention her son received while under the care of Ms. Kelly Carillo in the Youth Department.
- PAR. 22 President McKendree gave commendations to Youth Manager, Ms. Malysa and the entire Youth Department staff.
- PAR. 23 **PERSONNEL:** President McKendree moved to discuss personnel at the end of the meeting and address the next order of business, Trustee Education. Hearing no objections it was so moved.
- PAR. 24 **TRUSTEE EDUCATION:** Previously covered under President’s report.
- PAR. 25 **INSURANCE:** No Report
- PAR. 26 A motion was made by Trustee Ceretto, seconded by Trustee Pickar to accept all committee reports as presented. Motion carried by voice vote 5-0.
- PAR. 27 **LIBRARY DIRECTOR’S REPORT:** Ms. Swanson presented her report dated October 13, 2009. Most items were previously covered

- PAR. 28 Ms. Swanson mentioned the FY 2010 Live and Learn Construction Grant she'll be applying for that would benefit the upcoming building project. She will be attending a workshop about the grant at the end of the month.
- PAR. 29 Ms. Swanson described a stimulus-funded pilot project work program from the Sertoma Centre that the library might be participating in. Ms. Swanson has an appointment with a Sertoma representative this week. This program will be of no cost to the library.
- PAR. 30 Motion was made by Trustee Ceretto, seconded by President McKendree to accept the director's report as presented. Motion carried by voice vote 5-0.
- PAR. 31 **UNFINISHED BUSINESS** The annual staff holiday party was
** discussed. Ms. Regan to research details further and report to President McKendree.
- PAR. 32 **NEW BUSINESS** No Report
- PAR. 33 Motion was made by Trustee Pickar, seconded by Trustee Schneider to move to executive session at 8:17 P.M. for the purpose of discussing personnel. Roll #3 was called. Voting was 'Aye' by Trustee Ceretto, Pickar, Schneider, Woodville and President McKendree. No 'Nays'. Motion carried 5-0
- PAR.34 President McKendree reconvened the meeting at 8:23 P.M. Present were Trustee Ceretto, Pickar, Schneider, Woodville and President McKendree. A quorum was present.
- PAR. 35 Motion was made by Trustee Ceretto, seconded by Trustee Pickar granting staff member Ms. Flavin a leave of absence or special leave until October 31, 2009. Roll #4 was called. Voting was 'Aye' by Trustees Ceretto, Pickar, Schneider, Woodville and President McKendree. No 'Nays' Motion carried 5-0
- PAR. 36 **PUBLIC DISCUSSION:** None
- PAR. 37 Motion was made by Trustee Ceretto and Trustee Pickar, seconded by Trustee Schneider to adjourn at 8:25 P.M. Motion carried by voice vote. 5-0

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

APPROVED _____ DATE _____

APPROVED-AMENDED _____ DATE _____

/car ** Denotes follow-up required

