ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT

BOARD OF TRUSTEES

REGULAR BOARD MINUTES

December 10, 2024

PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 5:06 pm by President McKendree. Roll was called. Present were Trustees Buergel, Dujsik, Leyva, McLaughlin, Opila, Schneider, and President McKendree. A quorum was present. Ms. Cottonaro, Director; Ms. Malysa, Youth Services Manager; Ms. Leyva, Patron Services Manager; Ms. Navabi, Adult Services Assistant Manager; Ms. Mendoza, Marketing Associate and Mr. Duenas, newly hired full-time Maintenance Mechanic were in attendance. Owner's Representative, Dan Eallonardo, was also in attendance.

PAR. 2 The Pledge of Allegiance was recited.

PAR. 3 Director Cottonaro introduced the library's new full-time maintenance mechanic, Abraham Duenas. The board welcomed him.

PAR. 4 **MINUTES:** Motion made by President McKendree, seconded by Trustee Opila, to accept and place on file the minutes of the November 6, 2024, special board meeting, as presented. Motion carried by voice vote 7 – 0.

PAR. 5 Motion made by President McKendree, seconded by Trustee McLaughlin, to accept and place on file the minutes of the November 12, 2024, regular board meeting, as presented. Motion carried by voice vote 7 – 0.

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

PAR. 7 **OFFICERS' REPORTS:**

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

PAR. 9 **VICE PRESIDENT:** No Report.

PAR. 10 **SECRETARY:** No Report.

PAR. 11 **TREASURER:** The financial report for November 2024 was presented for approval.

PAR. 12 Motion made by Trustee Opila, seconded by Trustee Buergel, to place on file the financial report for November 2024, as presented. Motion carried by voice vote 7 – 0.

PAR. 13 **FINANCE:** A list of invoices dated December 10, 2024, was presented for payment.

PAR. 14 Motion made by Trustee Opila, seconded by President McKendree, to approve the payment of the December 10, 2024, invoices in the amount of $297,250.85, as presented. Roll #1 was called. Voting was 'Aye' by Trustee Buergel, Dujsik, Leyva, Opila, McLaughlin, Schneider, and President McKendree. No 'Nays.' Motion carried 7 – 0.

PAR. 15 **BUILDING & GROUNDS:** Owner's Representative, Mr. Eallonardo presented and explained the recommendations from himself and Enberg Anderson for the upcoming library contruction project. The proposals are presented tonight for board approval under 'Unfinished Business'.

PAR. 16 **POLICY:** No Report.

PAR. 17 **BY-LAWS:** No Report.

PAR. 18 **PUBLIC RELATIONS:** No Report.

PAR. 19 **PERSONNEL:** No Report.

PAR. 20 **TRUSTEE EDUCATION:** No Report.

PAR. 21 **INSURANCE:** No Report.

PAR. 22 **MANAGERS REPORTS:** Manager's reports were presented and placed on file.

PAR. 23 **LIBRARY DIRECTOR'S REPORT:** Director's report was placed on file. Most items were previously discussed.

PAR. 24 Director Cottonaro reported that Orkin has been out to check on the libray and is working with our maintenance department scheduling the monthly inspections.

PAR. 25 Director Cottonaro informed the board that after the New Year, she will be finishing up reviewing and revising all staff job descriptions.

PAR. 26 **UNFINISHED BUSINESS** Owners Representative, Mr. Eallonardo presented a bid from Taza Construction for approval.

PAR. 27 Motion made by Trustee Opila, seconded by Trustee Buergel, to accept the bid from Taza Construction for the flooring and painting project at the library in the amount of $335,317, as presented. Roll #2 was called. Voting was 'Aye' by Trustees Buergel, Dujsik, Leyva, McLaughlin, Opila, and Schneider. 'Nay' by President McKendree. Motion carried 6 – 1.

PAR. 28 Mr. Eallonardo also presented a bid from Hallet Movers for approval.

PAR. 29 Motion made by President McKendree, seconded by Trustee Dujsik, to approve rejecting the lowest non-qualifying bid and approve the bid from Hallet Movers for the library project in the amount of $40,100, (which includes the $600 bond cost), as presented. Roll #3 was called. Voting was 'Aye' by Trustee Buergel, Dujsik, Leyva, McLaughlin, Opila, Schneider, and President McKendree. No 'Nays'. Motion carried 7 – 0.

PAR. 30 **NEW BUSINESS:** Motion made by President McKendree, seconded by Trustee Buergel, to move the regular monthly board meeting time from 5:00 pm to 6:00 pm. Roll #4 was called. Voting was 'Aye' by Trustees Buergel, Dujsik, Opila, Schneider and President McKendree. 'Nay' by Trustees Leyva and McLaughlin. Motion carried 5 – 2.

PAR. 31 **PUBLIC DISCUSSION:** .

PAR. 32 Motion made by Trustee Opila, seconded by Trustee Buergel, to adjourn the meeting at 5:48 pm. Motion carried by voice vote 7 - 0.

MARY JANE SCHNEIDER, SECRETARY

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ALSIP-MERRIONETTE PARK
PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
APPROVED-AMENDED_____ DATE_____
** Denotes follow-up needed