ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MINUTES
August 12, 2025

PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 6:12 pm by President Leyva. Roll was called. Present were Trustees Buergel, Dujsik, McKendree, McLaughlin, Opila, Schneider, and President Leyva. A quorum was present. Ms. Cottonaro, Director; Ms. Regan, Business Manager; Ms. Malysa, Youth Services Manager; Ms. Leyva, Patron Services Manager; Ms. Navabi, Adult Services Manager; Ms. Mendoza, Marketing Associate and newly hired Teen Associate, Ms. Zimmerman; were also in attendance. No public was present.

PAR. 2 The Pledge of Allegiance was recited.

PAR. 3 Newly hired Teen Associate, Ms. Corri Zimmerman, was introduced to the board. The Board gave her a warm welcome.

PAR. 4 **MINUTES:** Motion made by Trustee Opila, seconded by Trustee Dujsik, to accept and place on file the minutes of July 8, 2025, regular board meeting, as presented. Motion carried by voice vote 7 – 0.

PAR. 5 **ATTORNEY'S REPORT:** Motion made by Trustee Opila, seconded by President Leyva, to accept and place on file Ordinance 25-9-1 in its tentative form, as presented. Roll #1 was called Voting was 'Aye' by Trustees Buergel, Dujsik, McKendree, McLaughlin, Opilia, Schneider and President Leyva. No 'Nays.' Motion carried by voice vote 7 – 0.

PAR. 6 **OFFICERS' REPORTS:**

PAR. 7 Newly hired Circulation Clerk, Ms. Elizabeth Rodriguez, was introduced to the board. The board gave her an enthusiastic welcome.

PAR. 8 **PRESIDENT REPORT**: President Leyva again informed all trustees that she appointed Vice President McLaughlin to Chair the Personnel Committee. She went on to appoint Trustee McKendree to Chair the Policy Committee and also serve on the Personnel and By-Law Committees.

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

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

PAR. 11 **TREASURER:** The financial report for July 2025 was presented for approval.

PAR. 12 Motion made by Trustee Opila, seconded by Trustee Dujsik, to place on file the financial report for July 2025, as presented. Motion carried by voice vote 7 – 0.

PAR. 13 **FINANCE:** A list of invoices dated August 12, 2025, was presented for payment.

PAR. 14 Motion made by Trustee Opila, seconded by Trustee McLaughlin, to approve the payment of August 12, 2025, invoices in the amount of $290,145.51, as presented. Roll #2 was called. Voting was 'Aye' by Trustee Buergel, Dujsik, McKendree, McLaughlin, Opila, Schneider, and President Leyva. No 'Nays.' Motion carried 7 – 0.

PAR. 15 **BUILDING & GROUNDS:** Director Cottonaro informed the board that the current tuckpointing project on the north side of the building will begin August 19 through August 22, 2025.

PAR. 16 **POLICY:** Trustee McKendree set a Policy Committee meeting for August 19, 2025, 6 pm. to discuss revising the age for library card registration. Ms. Regan will send reminders.

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

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

PAR. 19 ** **PERSONNEL:** Trustee Leyva again reminded those trustees who have not yet sent their director's evaluation form to Trustee McLaughlin to do so as soon as possible.

PAR. 20 **TRUSTEE EDUCATION:** Director Cottonaro reminded all trustees of the upcoming Illinois Library Association Conference, October 14, 15, and 16, 2025 at the Donald E. Stephens Convention Center in Rosemont. Any Trustees wanting to attend should let the Director know so she can register them.

PAR. 21 ** Director Cottonaro again informed trustees of several FOIA requests she has received. She said she will send all online workshops for trustees to attend regarding FOIA and OMA training.

PAR. 22 **INSURANCE:** No Report.

PAR. 23 **MANAGERS REPORTS:** Manager's reports were placed on file.

PAR. 24 Director Cottonaro wanted to thank Sandra Leyva, Sussan Navabi and Robert Castillo for working Merrionette Park's National Night Out event and reported that it was a huge success. She also thanked Sheila Mendoza for taking photos of the event for our social media posts.

PAR. 25 **LIBRARY DIRECTOR'S REPORT:** Director's report was placed on file. Most items were previously discussed.

PAR. 26 Director Cottonaro informed the board that we have had an electrician out to perform maintenance work on the circuits that had blown on the first floor.

PAR. 27 Director Cottonaro also reported that Altorfer will be coming back this week to repair a sensor that burned out on the generator.

PAR. 28 She went on to report that the punch list items regarding the new AV shelving has been completed.

PAR. 29 Director Cottonaro informed the board that she gave Ms. Malysa the go ahead to order a new children's kitchen set due to the old one falling apart.

PAR. 30 It was the consensus of the board to have the maintenance department dismantle and discard the three caregiver carrels located in the youth play area.

PAR. 31 **UNFINISHED BUSINESS:** Director Cottonaro presented for approval a proposal from HR Source for a Market Benchmarking Analysis & Structure Development Project at a cost of $7,150.

PAR. 32 Motion made by President Leyva, seconded by Trustee Dujsik, to approve the Market Benchmarking Analysis & Structure Development Project, as presented. Roll #3 was called. Voting was 'Aye' by Trustee Buergel, Dujsik and President Leyva. 'Nay' by Trustee Opila, McKendree, McLaughlin and Schneider. The motion failed 3 – 4.

PAR. 33 **NEW BUSINESS:** None.

PAR. 34 **PUBLIC DISCUSSION:**

PAR. 35 Motion made by President Leyva, seconded by Trustee Opila, to adjourn the meeting at 7:50 pm. Motion carried by voice vote 7 – 0.

REBECCA DUJSIK, SECRETARY

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