ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MINUTES
November 11, 2025

PAR. 1 The regular monthly meeting of the ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 6:03 pm by President Leyva. Roll was called. Present were Trustees Dujsik, McLaughlin, McKendree, Opila, Schneider, and President Leyva. Absent was Trustee Buergel. A quorum was present. Ms. Cottonaro, Director; Ms. Regan, Business Manager; Ms. Malysa, Youth Services Manager; Ms. Egan, Adult Services Assistant Manager; Ms. Leyva, Patron Services Manager; Ms. Mendoza, Marketing Associate; and Attorney Perlman were also in attendance. No public was present.

PAR. 2 The Pledge of Allegiance was recited.

PAR. 3 **MINUTES:** Motion made by Trustee Opila, seconded by Trustee McLaughlin, to accept and place on file the regular board meeting minutes of October 14, 2025, as corrected. Motion carried by voice vote 6 – 0.

PAR. 4 Trustee Buergel arrived at 6:04 pm.

PAR. 5 **ATTORNEY'S REPORT:** Attorney Perlman presented for approval Ordinance No. *25-11-2, AN ORDIDNANCE PROVIDING FOR THE LEVYING, ASSESSMENT AND COLLECTION OF TAXES FOR CORPORATE AND OTHER PURPOSES IN THE ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026*.

PAR. 6 Motion made by Trustee McLaughlin, seconded by Trustee Schnedier, to approve Ordinance No. 25-11-2, *AN ORDIDNANCE PROVIDING FOR THE LEVYING, ASSESSMENT AND COLLECTION OF TAXES FOR CORPORATE AND OTHER PURPOSES IN THE ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026*, as presented. Roll #1 was called. Voting was 'Aye' by Trustees Buergel, Dujsik, McLaughlin, McKendree, Opila, Schneider, and President Leyva. No 'Nays'. Motion carried 7 – 0.

PAR. 7 **OFFICERS' REPORTS:**

PAR. 8 **PRESIDENT REPORT**: President Leyva asked that the director's evaluation be completed.
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PAR. 9 **VICE PRESIDENT:** No Report.

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

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

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

PAR. 13 **FINANCE:** A list of invoices dated November 11, 2025, was presented for payment.

PAR. 14 Motion made by Trustee Opila, seconded by Trustee McLaughlin, to approve the payment of October 14, 2025, invoices in the amount of $307,047.29, as presented. Roll #2 was called. Voting was 'Aye' by Trustees Buergel, Dujsik, McLaughlin, McKendree, Opila, Schneider, and President Leyva. No 'Nays'. Motion carried 7 – 0.

PAR. 15 Director Cottonaro presented a late bill from Independent Construction Services in the amount of $108.75, for approval.

PAR. 16 Motion made by Trustee Opila, seconded by Trustee McLaughlin, to approve the payment of the late bill in the amount of $108.75 to Independent Construction Services, as presented. Roll #3 was called. Voting was 'Aye' by Trustees Buergel, Dujsik, McLaughlin, McKendree, Opila, Schneider, and President Leyva. No 'Nays'. Motion carried 7 – 0.

PAR. 17 **BUILDING & GROUNDS:** Trustee McKendree mentioned several exterior sprinkler heads sticking out of the ground, near the front entrance. Director Cottonaro will have the maintenance department take a look at it.

PAR. 18 **POLICY:** Discussion pertaining to Policy No 3.10, Library Card Registration ensued.

PAR. 19 **BY-LAWS:** No Report.

PAR. 20 **PUBLIC RELATIONS:** President Leyva would like to review the expenditure spending limit for the Director.

PAR. 21 **PERSONNEL:** Director Cottonaro asked for staff holiday bonuses.

PAR. 22 Motion made by Trustee Opila, seconded by Trustee Dujsik to approve holiday bonuses for staff excluding those hired within the last six months. Roll #4 was called. Voting was 'Aye' by Trustees Buergel, Dujsik, McLaughlin, Opila, and President Leyva. No 'Nays'. 'Abstain' by Trustees McKendree and Schneider. Motion carried 5 – 0 - 2.

PAR. 23 **TRUSTEE EDUCATION:** Discussion ensued regarding Advocacy and Community Engagement.

PAR. 24 Director Cottonaro reminded all trustees of the upcoming ILA Legislative Meetups and said she will remind Trustees of the dates.

PAR. 25 Director Cottonaro also supplied all Trustees with the State of Illinois Senate Resolution No. 104.

PAR. 26 **INSURANCE:** Trustees would like to have a Personnel Committee meeting in February
** 2026 to review employee benefit percentages.

PAR. 27 **MANAGERS REPORTS:** Manager's reports were placed on file.

PAR. 28 President Leyva commended Ms. Egan for the wonderful Friday Night Special program.

PAR. 29 Trustee Opila added that the Friday Night Special was well received and so much fun.

PAR. 30 Trustee McLaughlin said the number for all programs are great.

PAR. 31 Trustee Opila mentioned her son attended a teen program and it was wonderful.

PAR. 32 **LIBRARY DIRECTOR'S REPORT:** Director's report was placed on file. Most items were previously discussed.

PAR. 33 Director Cottonaro reported the paint attic stock was delivered and we are still waiting on the carpet tile stock.

PAR. 34 Director Cottonaro said Managers, Assistant Managers and Security Monitors were given logins for the new Incident Tracker. Training will begin at the end of the month. All support staff will then receive their individual logins.

PAR. 35 Director Cottonaro reported that after valuable input from the trustees, the library is adding the 'D' to our new logo, AMPPLD.

PAR. 36 Director Cottonaro also suggested to the board that a change to the materials budget lines may be needed next fiscal year.

PAR. 37 Director Cottonaro also reported hiring two new employees. Mr. Conroy, Patron/Technical Services Clerk and Mr. Cyganiewicz, Maintenance Mechanic 2, who was our previous maintenance person.

PAR. 38 She also informed the board that the Youth Page, Ms. George, was promoted to the position of part-time Youth Associate.

PAR. 39 **UNFINISHED BUSINESS:** None.

PAR. 40 **NEW BUSINESS:** None.

PAR. 41 **PUBLIC DISCUSSION:** None.

PAR. 42 **TRUSTEE COMMENTS:** Trustee McKendree asked if there were any programs to help with GED and SAT test taking.

PAR. 43 Ms. Egan replied that Librarian Ms. Dearborn is currently working on that.

PAR. 44 Motion made by President Leyva, seconded by Trustee Buergel, to adjourn the meeting at 7:26 pm. Motion carried by voice vote 7 – 0.

REBECCA DUJSIK, SECRETARY

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