

**MINUTES**  
**ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT**  
**BOARD OF TRUSTEES**  
December 14, 2010

- PAR. 1        The regular monthly meeting of ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES was called to order at 7:34 PM by President McKendree. Roll was called. Present were Trustees Buergel, Pickar, Schneider and President McKendree. A quorum was present. Absent were Trustees Ceretto, Engelbrecht and Woodville. Ms. Swanson, Library Director; Ms. Trela, Circulation/Technical Manager; Ms. Malysa, Youth Manager; Ms. Regan, Business Manager; Mr. Hoge, Maintenance Mechanic; Mr. Mackey of PSA Dewberry, Mr. Wade of Morris Wade Assoc. Inc. and public were also in attendance.
- PAR. 2        The Pledge of Allegiance was recited.
- PAR. 3        Trustee Ceretto arrived at 7:35 PM
- PAR. 4        **MINUTES:** Motion was made by Trustee Pickar, seconded by President McKendree to table the request to accept the minutes from August 10, 2010, November 9, 2010 and November 23, 2010 until the next regular board meeting to be held on January 11, 2011. Motion carried by voice vote 5-0.
- PAR. 5        **ATTORNEY'S REPORT:** Ms Swanson presented for approval *ORDINANCE NO. 10-12-8* entitled; *AN ORDINANCE PROVIDING FOR THE LEVYING, ASSESSMENT AND COLLECTION OF TAXES FOR COPORATE AND OTHER PURPOSES IN THE ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2010 AND ENDING JUNE 30, 2011.*
- PAR. 6        Motion was made by President McKendree, seconded by Trustee Buergel to approve and place on file *ORDINANCE NO. 10-12-8* entitled; *AN ORDINANCE PROVIDING FOR THE LEVYING, ASSESSMENT AND COLLECTION OF TAXES FOR COPORATE AND OTHER PURPOSES IN THE ALSIP-MERRIONETTE PARK PUBLIC LIBRARY DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2010 AND ENDING JUNE 30, 2011*, as presented. Roll #1 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Pickar, Schneider and President McKendree. No 'Nays'. Motion carried 5-0.

**OFFICERS' REPORTS**

- PAR. 7        **PRESIDENT'S REPORT:** No Report.
- PAR. 8        **VICE PRESIDENT:** No Report.
- PAR. 9        **SECRETARY:** Ms. Swanson said the check for \$125,000 for the Construction Grant from the State of Illinois had been received.

- PAR. 10 President McKendree sent congratulations to Ms. Swanson and all concerned for their part in obtaining a Construction Grant from the State of Illinois.
- PAR. 11 **TREASURER:** Treasurer Ceretto presented the financial report dated August 2010 for approval.
- PAR. 12 Motion was made by Trustee Pickar, seconded by Trustee Buergel to place on file the Treasurer's Report dated November 2010. Motion carried by voice vote 5-0.
- PAR. 13 **FINANCE:** A list of bills dated December 14, 2010 was presented for payment.
- PAR. 14 Motion was made by Trustee Pickar, seconded by Trustee Buergel to authorize and approve payment of the December 14, 2010 bills in the amount of \$163,934.89. Roll #2 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Pickar, Schneider and President McKendree. No 'Nays'. Motion carried 5-0.
- PAR. 15 **BUILDING AND GROUNDS:** Mr. Mackey from PSA Dewberry reported on reducing the square footage and cost for the pending construction project.
- PAR. 16 Mr. Wade handed out revised totals for the project budget. Mr. Wade went over the changes and reductions of specific allowances.
- PAR. 17 Mr. Mackey also presented new drawings, showing less square footage and including only one elevator, upon the request of board trustees.
- PAR. 18 After much discussion, it was the consensus of the board that they preferred to see a rounded wall of windows on the east side of the existing building.
- PAR. 19 Mr. Hoge inquired about a previously discussed 'Green' roof. Trustees agreed it would be nice to have a green roof. Trustee Schneider mentioned several Grants that were available for Green projects.
- PAR. 20 Trustee Ceretto asked if we were to get \$200,000 in grants, could we possible regain the 1000 square footage being lost. Mr. Mackey replied, it would be possible
- PAR. 21 The Trustees asked Mr. Mackey to add as alternates a green roof, and adding the 1000 square feet back into project.
- PAR. 22 President McKendree inquired about the timeline for bidding the construction cost estimate.
- PAR. 23 Mr. Mackey handed out a revised timeline and stated that the project is currently 5 months off the original schedule. Mr. Mackey went over the revised timeline with trustees.

- PAR. 24 President McKendree asked if there was anything they could do to speed up the process.
- PAR. 25 Mr. Mackey replied there are a certain number of reviews they need to have and internal coordination that has to be done.
- PAR. 26 Motion was made by President McKendree, seconded by Trustees Buergel, Ceretto Pickar and Schneider to authorize PSA Dewberry to proceed with design development. Motion carried by voice vote 5-0.
- PAR. 27 Mr. Wade mentioned the library would now be looking at June 2011 to reserve an off-site space to rent. President McKendree stated that Crown Cork and Seal looked like the favorite at the moment.
- PAR. 28 Trustee Pickar said he hoped it would still be available when we were ready to move off-site.
- PAR. 29 Mr. Wade said the library should look at moving off-site at least 2 months prior to start of construction.
- PAR. 30 President McKendree said she would still like to see the space inside of Crown Cork and Seal.
- PAR. 31 Trustee Schneider asked if the train, located in the youth department, would be re-used in the new project.
- PAR. 32 It was the consensus of the board that the train would be leaving.
- PAR. 33 Mr. Mackey and Mr. Wade left the meeting at 8:37 PM.
- PAR. 34 Ms. Swanson presented two proposals from Air Comfort. One to repair the leaking heating pump and one for pneumatic leak repairs.
- PAR. 35 Mr. Hoge commented that both have been in need of repair for awhile.
- PAR. 36 Motion was made by Trustee Pickar to accept the two proposals from Air Comfort in the amount of \$3,671.00.
- PAR. 37 Trustee Ceretto asked if we really needed the heat pump repaired, and noted that it has been leaking for several years.
- PAR. 38 Discussion ensued. Mr. Hoge agreed that the heat pump indeed has had a dripping leak for some years.
- PAR. 39 After much discussion it was decided to have only the pneumatic leak repaired at this time.
- PAR. 40 Motion was amended by Trustee Pickar, seconded by Trustee Buergel to accept the proposal from Air Comfort for the pneumatic leak repairs only in the amount of \$1,588.00 as presented. Roll #3 was called. Voting was

'Aye' by Trustees Buergel, Ceretto, Pickar, Schneider and President McKendree. No 'Nays'. Motion carried 5-0.

PAR. 41 **POLICY:** No Report

PAR. 42 **BY-LAWS:** Motion was made by Trustee Pickar, seconded by Trustee Buergel to vote on the changes to current by-laws at the next regular board meeting January 11, 2011. Motion carried by voice vote 5-0.

PAR. 43 **PUBLIC RELATIONS:** Trustee Buergel asked if all new homes are getting the library's newsletter.

PAR. 44 **PERSONNEL:** No Report.

PAR. 45 **TRUSTEE EDUCATION:** No Report.

PAR. 46 **INSURANCE:** No Report.

PAR. 47 **LIBRARY DIRECTOR'S REPORT:** Ms. Swanson presented her report dated December 14, 2010. Most items were previously covered.

PAR. 48 Ms. Swanson presented a copy of the recent Bond Document.

PAR. 49 **UNFINISHED BUSINESS** No Report

PAR. 50 **NEW BUSINESS** Ms. Swanson presented the audit for FY 2009-2010 for acceptance and to be placed on file.

PAR. 51 Motion was made by President McKendree, seconded by Trustee Pickar to accept and place on file the audit report for Fiscal Year 2009-2010 as presented. Roll #4 was called. Voting was 'Aye' by Trustees Buergel, Ceretto, Pickar, Schneider and President McKendree. No 'Nays'. Motion carried 5-0.

PAR. 52 Ms. Swanson asked about the reception for Trustee Woodville.

PAR. 53 Ms. Swanson is to look at a couple different dates between Christmas and New Years and get back to the board for approval.

PAR. 54 Ms. Swanson asked if the library would like to accept a donation of an electric organ.

PAR. 55 The board politely declined.

PAR. 56 **PUBLIC DISCUSSION:** None

PAR. 57 Motion was made by Trustee Pickar, seconded by Trustee Ceretto to adjourn at 9:08 PM. Motion carried by voice vote 5-0.

ALSIP-MERRIONETTE PARK  
PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

APPROVED-AMENDED \_\_\_\_\_ DATE \_\_\_\_\_

/car \*\* Denotes follow-up required