

Wood Dale Public Library District
Regular Board Meeting Minutes

February 11, 2008
7:30 p.m.

Meeting began at 7:30 p.m.

The meeting was called to order by President Lombardi.

Roll Call:

Present: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower

Attendance by Telephone: Zwolfer*

Absent: Winger

Others Present: Bergendorf

* Trustee Zwolfer participated via telephone but abstained from all votes.

Town Hall: No one was present for town hall.

Director Bergendorf informed the board that Trustee Winger called to report that a work commitment would make him unable to attend this evening's meeting.

Minutes: A motion to approve the minutes for the January 14, 2008 regular board meeting minutes was made by Trustee Matuszewski and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower; Absent: Winger; Abstain: Zwolfer. Motion passed.

Treasurer's Report: Revenue/Expenses by Fund: Director Bergendorf reviewed the Treasurer's Report with the board. A motion to approve the Treasurer's Report was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower; Absent-Winger; Abstain: Zwolfer. Motion passed.

Bill List/Cash Disbursement: Director Bergendorf reviewed the bill list/cash disbursement report with the board and reported that Trustee Winger came in on Friday to review the bill list with her. A motion to approve the Bill List/Cash Disbursement lists was by Trustee Dunn and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower; Absent-Winger; Abstain- Zwolfer. Motion passed.

Director's Report: Director Bergendorf reviewed her report with the board. A motion to approve the Director's Report was made by Trustee Dunn and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower; Absent - Winger; Abstain - Zwolfer. Motion passed.

President's Report and Correspondence: No report. It was noted the DLS newsletter was included in the board packets.

Legal/Ethics Report: No report.

Continuing Business:

A. Auditor Report

Director Bergendorf distributed final bound copies to the Board.

B. May Board Meeting

The Board of Trustees agreed to move the May board meeting to the first Monday in May since Director Bergendorf will be attending ALA National Legislation Days in Washington, D.C. during the second week of May.

C. Personnel Policies

Director Bergendorf reported she had two suggestions to add to the Staff Competencies Policy by Trustee Winger. She reviewed these suggestions with the board and incorporated them into the policy.

New Business:

A. Personnel Policies – Revisions and Additions to Personnel Manual

A motion to approve the new personnel policies (Internet, Technology, Professional Ethics, and Staff Competencies) was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower; Winger- Absent; Abstain - Zwolfer. Motion passed.

B. Building Space Analysis Needs and Building Tour

Director Bergendorf reviewed building space needs and a discussed a proposed layout for reallocating space to better provide library services. She reported to the Board there are very little Spring LSTA construction grant funds available with priority placed on ADA accessibility project. The board encouraged the Director to develop space reallocation plans to help better serve the residents and to apply for applicable grant funds.

C. Presentation, Discussion, and Action Concerning Acquisition of Special Property.

No discussion needed.

Adjournment

A motion to adjourn the meeting at 8:38 p.m. was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower; Winger - Absent; Abstain - Zwolfer. Motion passed.