

Wood Dale Public Library District  
Regular Board Meeting Minutes  
May 11, 2009  
7:30 p.m.

Meeting began at 7:33 p.m.

The meeting was called to order by President Lombardi.

**I. Roll Call:**

Present: Dunn, Lombardi, Sparacio, Stillabower, Winger, Zwolfer

Absent – Matuszewski

Others Present: Bergendorf

**II. Town Hall:** No one was present for town hall.

**III. Minutes:** A motion to approve the minutes for the April 13, 2009 regular board meeting was made by Trustee Zwolfer and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Lombardi, Sparacio, Stillabower, Winger, Zwolfer; Absent: Matuszewski. Motion passed.

**IV. Treasurer's Report: Revenue/Expenses by Fund:** Trustee Sparacio inquired about the photocopy income. Director Bergendorf reported we are collecting more money than originally budgeted. A motion to approve the Treasurer's Report was made by Trustee Dunn and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Lombardi, Sparacio, Stillabower, Winger, Zwolfer; Absent: Matuszewski. Motion passed.

**V. Bill List/Cash Disbursements:** Trustee Winger inquired about the murder mystery program. Director Bergendorf reported it is the adult summer reading kick-off event. Trustee Winger inquired about the instructional DVD purchases. Trustee Winger inquired about the prior per capita expenditure from D & Z House of Books. Director Bergendorf reported this was foreign language material as specified in our per capita grant application. Trustee Winger inquired about the Video Shopper expenditure. Director Bergendorf reported this was for DVD cleaning supplies. Lynnette Zaremba, newly elected Trustee who will take office in June of 2009, entered the meeting at 7:38 p.m. Trustee Sparacio inquired about the reserve fund expenditure. Director Bergendorf reported it was for the plumbing work at 140 School Street. A motion to approve the Bill List/Cash Disbursement lists was made by Trustee Winger and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Lombardi, Sparacio, Stillabower, Winger, Zwolfer; Absent: Matuszewski. Motion passed.

**VI. Director's Report:**

Director Bergendorf introduced Lynnette Zaremba to the Board of Trustees. Director Bergendorf asked the Trustees if there were any questions about her report. Director Bergendorf discussed the current condition of the roof leak. There are no obvious leaks or tears on the shingles or flat roof. If additional leaks occur, the roofing company will bring an infrared camera to determine the entry point of the water. Director Bergendorf reported we have scheduled carpenter bee treatment for May 18. She reported the male carpenter bees are the ones that are flying around the eaves. Fortunately, the male carpenter bees do not have stingers. Trustee Winger inquired about the daily staff meeting. Director Bergendorf reported we have daily staff updates at 9:30 a.m. She reported it has been a great opportunity to report on building activities for the day and other pertinent information for the day. Trustee Stillabower inquired about the status of 140 School Street. Director Bergendorf gave an overview of the completed projects and the few remaining items. A motion to approve the Director's Report was made by Trustee Zwolfer and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Lombardi, Sparacio, Stillabower, Winger, Zwolfer; Absent: Matuszewski. Motion passed.

## **VII – IX. President’s Report/Correspondence**

No President’s Report. President Lombardi welcomed Lynnette Zaremba to the Board of Trustees. President Lombardi distributed the canvassing abstract compiled by the DuPage County Board of Election.

## **IX. Legal/Ethics Report**

President Lombardi reviewed the legal memo from the library attorney regarding a court decision on impact fees. Director Bergendorf reported the library could still collect fees associated through an annexation agreement. Trustee Winger inquired about the canvass results and schedule. Director Bergendorf reported the newly elected Trustees need to take the oath of office within the stipulated time-period. Director Bergendorf reported it will occur at the June board meeting. President Lombardi reminded Director Bergendorf that a public notary is needed for the oath of office. Director Bergendorf reported she is a public notary and is able to conduct the oath of office.

## **X. Continuing Business:**

- A. Remodeling Update:** Director Bergendorf reported since she covered that agenda item during her Director’s Report, she will move on to the next agenda item.
- B. Construction Project:** Director Bergendorf stated we should be receiving the permit soon. She sent a letter to the City Manager and asked that the permit fees be waived. Trustee Sparacio inquired about the possibility of duplexing the Board packet. Director Bergendorf reported that when we get our new copiers, it is possible to accommodate this request. (Director Bergendorf reported that when you duplex a significant volume of items, this is when you run the risk of having our existing copier jam.) Due to the short turn-around time period that we have for compiling the board packet, having copier jams would significantly delay completing the packets.)
- C. Staff In-Service Day:** Director Bergendorf reported the staff in-service is scheduled for Friday, May 15.

## **XI. New Business:**

- A. Accountant Contract:** A motion to approve the accountant contract was made by Trustee Winger and seconded by Trustee Zwolfer. Roll Call Vote- Ayes: Dunn, Lombardi, Sparacio, Stillabower, Winger, Zwolfer; Absent: Matuszewski. Motion passed.
- B. Personnel:** Not Needed.
- C. Presentation, Discussion, and Action Concerning Acquisition of Specific Property:** Not Needed.

## **XII. Executive Session**

**XIII. Approval of Executive Session Minutes:** No action taken at this time.

## **XIV. Adjournment**

A motion to adjourn the meeting at 8:04 p.m. was made by Trustee Zwolfer and seconded by Trustee Winger. Roll Call Vote- Ayes: Dunn, Lombardi, Sparacio, Stillabower, Winger, Zwolfer; Absent: Matuszewski. Motion passed.