

Wood Dale Public Library District
Regular Board Meeting Minutes
July 20, 2009
7:30 p.m.

Meeting began at 7:34 p.m.

The meeting was called to order by President Winger.

I. Roll Call:

Present: Dunn, Lombardi, Matuszewski, Winger, Zaremba

Absent: Sparacio, Stillabower

Others Present: Bergendorf

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

III. Secretary Pro Tem Appointment for July 20, 2009 Meeting: A motion to appointment Barbara E. Dunn as Secretary Pro Tem for the July 20, 2009 meeting was made by Trustee Lombardi and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Winger, Zaremba; Absent: Sparacio, Stillabower. Motion passed.

IV. Minutes: A motion to approve the June 8, 2009 Regular Meeting minutes was made by Trustee Dunn and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Winger, Zaremba; Absent: Sparacio, Stillabower. Motion passed.

A motion to approve the June 29, 2009 special June Board Meeting minutes was made by Trustee Dunn and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Lombardi, Winger, Zaremba; Absent: Sparacio, Stillabower; Abstain: Matuszewski. Motion passed.

VI. Treasurer's Report: Trustee Lombardi reviewed the Treasurer's Report with the Board. Trustee Lombardi noted that most of the expenditures for library media was very close to the budgeted amount. Director Bergendorf reviewed the income received with the Board and noted personal property replacement tax is down. 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, Winger, Zaremba; Absent: Sparacio, Stillabower. Motion passed.

VII. Bill List/Cash Disbursement: Trustee Lombardi reviewed the format of the bill list/cash disbursements with the board. Director Bergendorf reported it looks a little different due to the Quicken upgrade we did in July. Director Bergendorf reported we had to void two checks due to two program cancellations (one by library, one by performer who did not show). Director Bergendorf reported the check to Dell was for the new lab computers. A motion to approve the Bill List/Cash Disbursement lists was made by Trustee Lombardi and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Winger, Zaremba; Absent: Sparacio, Stillabower. Motion passed.

VIII. Director's Report: Director Bergendorf reviewed her report with the board and gave an update on current library projects. Director Bergendorf reported that summer reading is incredible and circulation for the first six-months is 100,000 items. Director Bergendorf reported the Library received a \$50,000 grant from Representative Reboletti to build a teen room. A motion to approve the Director's Report was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Winger, Zaremba; Absent: Sparacio, Stillabower. Motion passed.

IX. President's Report: Trustee Winger gave an inspiring motivational comment about service to the library. A motion to approve the President's Report was made by Trustee Lombardi and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Winger, Zaremba; Absent: Sparacio, Stillabower. Motion passed. Trustee Matuszewski discussed the phenomenal success and attendance of the Thursday evening Family Entertainment Night programs. Director Bergendorf reported we are having more than 200 people attend programming. The Board discussed the need for additional parking. Director Bergendorf reported our programming is moving up to the next level and we need to examine alternative parking scenarios for our successful program, including car pooling, hiring someone to do traffic control, and redesign of the parking lot to accommodate patron drop-off.

X. Correspondence: Director Bergendorf shared with the Board the invitation from the City of Wood Dale to volunteer at Prairie Fest. Director Bergendorf reported the Library staff could assist with working the carnival ticket booth, but indicated staff are beginning their summer vacations that weekend due to the conclusion of the summer reading program that week, so it will be challenging to recruit volunteers.

XI. Legal/Ethics Report: No report. The Board confirmed that Trustee Matuszewski will continue in her role as Ethic's Officer.

A. Legal Memos & Ethics Update

XII. Continuing Business

A. Remodeling Update: Director Bergendorf reviewed the remodeling project with the Board. At 140 School Street, the ramp has been installed but needs the handrails installed. The plumbing fixtures are in and we are close to completing this project.

B. Construction Project: Director Bergendorf reviewed the construction project with the Board. The electricians are back on the project; there are window glazing samples to review; the new staff/service door is in (and will be painted); the new concrete bike pad has been laid (bike rack will be installed this week); and we are hoping to be in the adult computer lab within the next week. Vicki and Jason will get the computers ready to go into the lab.

C. Fiscal Compliance Calendar: A motion to approve the fiscal compliance calendar was made by Trustee Dunn and seconded by Trustee Lombardi. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Winger, Zaremba; Absent: Sparacio, Stillabower. Motion passed.

XIII. New Business

A. Per Capita Grant

Director Bergendorf reviewed the library confidentiality sections of the Illinois Compiled Statutes (a requirement of the per capita grant) and discussed applicable policies the Library follows to meet statutory requirements.

B. Budget

A motion to approve the working budget was made by Trustee Dunn and seconded by Trustee Lombardi. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Winger, Zaremba; Absent: Sparacio, Stillabower. Motion passed.

C. An Ordinance Levying a Special Tax of .02% for Building and Maintenance

A motion to approve An Ordinance Levying a Special Tax of .02% for Building and Maintenance was made by Trustee Lombardi and seconded by Trustee Dunn. Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Winger, Zaremba; Absent: Sparacio, Stillabower. Motion passed.

D. Amendment to the Budget and Appropriation Ordinance

No action needed.

E. Personnel

See Executive Session.

F. Presentation, Discussion, and Action Concerning Acquisition of Specific Property

No Action Taken.

XIV. Executive Session

A motion to go into Executive Session at 8:10 p.m. pursuant to Section 120/2(c)(1) (personnel) was made by Trustee Dunn and seconded by Trustee Zaremba. Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Winger, Zaremba; Absent: Sparacio, Stillabower. Motion passed.

A motion to exit Executive Session at 8:25 p.m. and resume regular session was made by Trustee Dunn and seconded by Trustee Matuszewski. Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Winger, Zaremba; Absent: Sparacio, Stillabower. Motion passed.

A motion to approve the Director's raise was made by Trustee Dunn and seconded by Trustee Matuszewski. Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Winger, Zaremba; Absent: Sparacio, Stillabower. Motion passed.

XV. Adjournment

A motion to adjourn the meeting at 8:27 p.m. was made by Trustee Zaremba and seconded by Trustee Matuszewski. Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Winger, Zaremba; Absent: Sparacio, Stillabower. Motion passed.