

Wood Dale Public Library District
Regular Board Meeting Minutes
November 9, 2009
7:30 p.m.

Meeting began at 7:30 p.m.

The meeting was called to order by Vice-President Matuszewski.

I. Roll Call:

Present: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Zaremba

Absent: Winger

Others Present: Bergendorf

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

III. Minutes: A motion to approve the October 12, 2009 Regular Meeting minutes was made by Trustee Dunn and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Zaremba; Abstain: Stillabower; Absent: Winger. Motion passed.

IV. Treasurer's Report: Trustee Lombardi asked if the Board members had any questions about the Treasurer's Report. A motion to approve the Treasurer's Report was made by Trustee Dunn and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Winger. Motion passed.

V. Bill List/Cash Disbursement: Trustee Sparacio commended the Library on the excellent Anne Frank program but noted the attendance was low. Director Bergendorf reported we considered cancelling the program, however, with patron reluctance to reserve their attendance, it is hard to predict event attendance. Trustee Zaremba inquired about the quantity of checks written to Baker and Taylor. Director Bergendorf reported that each check matches up to a specific invoice and Baker and Taylor does not want us to write one check covering several invoices. A motion to approve the Bill List/Cash Disbursement lists was made by Trustee Dunn and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Winger. Motion passed.

VI. Director's Report: Director Bergendorf reported we are working on several building issues and staffing has been challenging due to several illnesses. A motion to approve the Director's Report was made by Trustee Lombardi and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Winger. Motion passed.

VII. President's Report: No report.

VIII. Correspondence: Trustee Matuszewski noted the library services risk article in the board packet was insightful.

IX. Legal/Ethics Report: No report.

X. Continuing Business: No action taken.

XI. New Business

- A. **Establishing Meeting Dates Ordinance:** Director Bergendorf reported that the Board will need to approve the Meeting Dates Ordinance next month. The Board was in agreement to continue with our existing meeting schedule. Trustee Zaremba inquired about where our Board meetings are posted. Director Bergendorf reported we follow the legal guidelines for posting our notices. We send the notices to the newspapers, the notice is at our Web site, and posted on the lobby library bulletin board.
- B. **Medical Insurance Renewal:** Director Bergendorf reported that our insurance agent verbally reported our Blue Cross/Blue Shield of Illinois medical insurance renewal rates for the upcoming year and the rates decreased from last year. Director Bergendorf reported she is waiting to receive the written paperwork from the agent and recommends maintaining our existing health insurance program. *(Please note: President Winger entered the meeting at 7:44 p.m. during the medical insurance renewal discussion.)* A motion to renew our medical insurance program was made by Trustee Dunn and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger, Zaremba. Motion passed.
- B. **Preliminary Audit Results:** Director Bergendorf reported she can forward the audit report to the Trustees. She reported the preliminary management report is very favorable and Dan Berg will be at the Board meeting in December.
- C. **Tax Levy Ordinance:** Director Bergendorf reported the Tax Levy Ordinance was reviewed by the attorney. A motion to approve Tax Levy Ordinance #6 2009 was made by Trustee Lombardi and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger, Zaremba. Motion passed.
- D. **Certification of Compliance with Truth-in-Taxation Law:** A motion authorizing President Winger to sign the Certification of Compliance with Truth-in-Taxation Law was made by Trustee Lombardi and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger, Zaremba. Motion passed.
- E. **Presentation, Discussion, and Action Concerning Acquisition of Specific Property**
No Action Taken.

Director Bergendorf reminded the Board of Trustees that the Holiday Open House is set for Thursday, December 3. Director Bergendorf reported she has spoken with the Police Department about the need for assistance with our parking lot that evening and would be working on job assignments after Thanksgiving.

XII. Executive Session

No action taken.

XIII. Approval of Executive Session Minutes

No action taken.

XIV. Adjournment

A motion to adjourn the meeting at 7:51 p.m. was made by Trustee Zaremba and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger, Zaremba. Motion passed.