

Wood Dale Public Library District
Regular Board Meeting Minutes
December 14, 2009
7:30 p.m.

Meeting began at 7:31 p.m.

The meeting was called to order by President Winger.

I. Roll Call:

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

Absent: Zaremba

Others Present: Auditor Dan Berg, Bergendorf

II. Town Hall:

The Board of Trustees welcomed auditor Dan Berg to the meeting. At this time, the Board moved the New Business Agenda item, Report from the Auditor/Approval of Audit to the first agenda item.

III. New Business

- A. **Report from the Auditor/Approval of Audit:** Auditor Dan Berg gave an in-depth overview of the audit report with the Board of Trustees. He reported we have a clean audit (the best opinion he is allowed to give), the audit process went very smoothly, and overall the Library's financial position is very strong. He commended the Board on increasing the net assets of the Library through their investment in the physical facilities of the Library and reducing debt. A motion to approve the audit was made by Trustee Lombardi and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed. *(Please note: At 7:50 p.m. Director Bergendorf exited the meeting with Auditor Dan Berg.)*

IV. Minutes: A motion to approve the November 9, 2009 Proposed Property Tax Levy: Truth-in-Taxation Public Hearing minutes was made by Trustee Dunn and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Stillabower; Abstain: Sparacio, Winger; Absent: Zaremba. Motion passed. *(Please note: At 7:51 p.m., Director Bergendorf returned to the meeting; prior to the Roll Call Vote.)*

A motion to approve the November 9, 2009 Regular Meeting minutes was made by Trustee Dunn and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Stillabower; Abstain: Sparacio, Winger; Absent: Winger. Motion passed.

V. Treasurer's Report: Trustee Lombardi asked if the Board members had any questions about the Treasurer's Report. Trustee Lombardi noted there were quite a few Baker and Taylor bills. A motion to approve the Treasurer's Report was made by Trustee Dunn and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed.

VI. Bill List/Cash Disbursement: Trustee Lombardi asked the Board members if they had any questions about the bill list. President Winger inquired about the two checks to the Bensenville Community Credit Union. Director Bergendorf reported it is employee earnings forwarded to the credit union since we do not do electronic deposit. President Winger inquired about the joint check issued to LaForce/Modern Builders. Director Bergendorf reported that Modern Builders failed to pay LaForce so we are issuing a joint check to resolve this issue. President Winger inquired if Modern Builders is sending us the waivers of lien prior to payment. Director Bergendorf reported the architect has signed off on the waivers of lien documents prior to payment. Trustee Sparacio inquired about the bill to Bott Roofing. Director Bergendorf reported there has

been sporadic leaking from the flat roof and the ridge roof venting system over the past several years. The ridge roof venting system has been replaced with a new system and the flat roof extensively patched. A motion to approve the Bill List/Cash Disbursement lists was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed.

VII. Director's Report: Trustee Winger inquired about the decision to not plow 140 School Street. Director Bergendorf reported she is parking in the main lot, so she does not feel it is a necessary expense since the public enters 140 School Street through the main facility. The Board discussed this issue and felt the Library should plow the lot in case supplemental parking is needed. Trustee Winger inquired about the staff holiday party. Director Bergendorf reported it is an internal potluck event coordinated by the Staff. Director Bergendorf reported Carol Hicks decided to retire very quickly and we are recognizing her retirement at the holiday event. Trustee Sparacio inquired about the status of the carpet project. Director Bergendorf reported she is still examining carpet samples. Director Bergendorf reported the Blue Cross/Blue Shield renewal dropped rates an incredible amount which is wonderful budget news. Director Bergendorf reported the tax levy, truth-in-taxation, and other associated paperwork was filed at DuPage County last week. 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, Winger; Absent: Zaremba. Motion passed.

VIII. President's Report & IX. Coorespondence: President Winger thanked the Trustees and Staff for their participation in the successful Holiday Open House. Trustee Dunn commented she thought people enjoyed the evening. Director Bergendorf reported she spoke with President Winger last week regarding the request from the City for a letter of support for the grade separation project. Director Bergendorf reported she needs to follow-up to learn the specifics of the letter of support request, but felt it was premature to send a letter endorsing the project. Director Bergendorf is aware that another taxing body, who is directly impacted by the grade separation project, is still working with the City of Wood Dale regarding details of the project. The Board of Trustees discussed this matter and felt it would inappropriate for us to take a position on this project. Newspaper articles celebrating the 50th anniversary of the legal firm that represents the Library was distributed to the Board to review. Several thank you letters were distributed to the Board for their review. 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, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed.

X. Legal/Ethics Report: We can do the FOIA Officer Appointments under New Business.

XI. Continuing Business: No action taken.

XII. New Business - Continued

A. Report from Auditor/Approval of Audit: Please see above. Agenda item moved to III.

B. Appointment of FOIA Officer(s): A motion to appoint Director Bergendorf, Joanna Klos, and Trustee Lombardi as FOIA Officers was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed.

C. Appointment of Open Meetings Act Officer(s): A motion to appoint Director Bergendorf, Joanna Klos, and Trustee Sparacio as Open Meetings Act Officers was made by Trustee Matuszewski and seconded by Trustee Lombardi. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed.

D. Establishing Meeting Dates Ordinance: A motion to approve the Establishing Open Meetings Act Ordinance was made by Trustee Lombardi and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed.

XIII. Executive Session

No action taken.

XIV. Approval of Executive Session Minutes

No action taken.

XV. Adjournment

A motion to adjourn the meeting at 8:25 p.m. was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed.