

Wood Dale Public Library District  
Regular Board Meeting Minutes  
January 11, 2010  
7:30 p.m.

Meeting began at 7:34 p.m.

The meeting was called to order by President Winger.

**I. Roll Call:**

Present: Lombardi, Sparacio, Stillabower, Winger, Zaremba

Absent: Dunn, Matuszewski

Others Present: Bergendorf

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

**III. Minutes:** A motion to approve the December 14, 2009 Regular Meeting minutes was made by Trustee Lombardi and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Lombardi, Sparacio, Stillabower, Winger; Abstain: Zaremba; Absent: Dunn, Matuszewski. Motion passed.

**IV. Treasurer's Report:** Trustee Lombardi reported all of the funds look okay. Trustee Sparacio inquired about the expenditures in the special funds. Director Bergendorf reported that Bill Grigg matched the expenditures in those funds to the income. Director Bergendorf reported that in those funds, we will spend more than what we levy for (income) due to our balances in those funds. Director Bergendorf reported she will work with Bill Grigg to revise those figures. A motion to approve the Treasurer's Report was made by Trustee Zaremba and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Lombardi, Sparacio, Stillabower, Winger, Zaremba; Absent: Dunn, Matuszewski. Motion passed.

**V. Bill List/Cash Disbursement:** Trustee Sparacio inquired about the bill from MIDCO. Director Bergendorf reported it was for upgrades and enhancements to our existing telephone system to accommodate having four incoming telephone lines and additional telephones added to the system. Director Bergendorf reported we hope these enhancements delay the needed purchase of a new telephone system. Trustee Sparacio inquired about a material processing bill and a bill from Simplex/Grinnell. Director Bergendorf reported we have been having problems with our fire alarm monitoring system (which relays on our telephone system) due to instability of our existing telephone lines. Director Bergendorf reported she foresees having a wireless monitoring system installed to isolate Simplex/Grinnell and AT&Technical issues. A motion to approve the Bill List/Cash Disbursement lists was made by Trustee Lombardi and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Lombardi, Sparacio, Stillabower, Winger, Zaremba; Absent: Dunn, Matuszewski. Motion passed.

**VI. Director's Report:** President Winger inquired about the circulation statistics Director Bergendorf included in her board report. Director Bergendorf reported that our per capita circulation is very high - around 16 items per resident. She reported for a library our size (10,000 – 19,999 residents) the average per capita circulation is 9 items. At 16 items per resident, we have one of the highest per capita rates in libraries in the State of Illinois. Director Bergendorf reported building and facility issues have taken priority the past several weeks. She reported the Library is very busy and adequate staffing levels continue to be a concern. Director Bergendorf gave a lengthy personnel overview highlighting staff continuing education and the increasing skill levels of employees in our organization. President Winger inquired about the circulation of our Polish and Spanish collections. Director Bergendorf reported on the growth of those collections and the changing demographics in our community. A motion to approve the Director's Report was made by Trustee Zaremba and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Lombardi, Sparacio, Stillabower, Winger, Zaremba; Absent: Dunn, Matuszewski. Motion passed.

**VII. President's Report & Correspondence:** President Winger stated his report was covered with his questions during the Director's Report. Director Bergendorf distributed correspondence from the Illinois Library Association (newsletters).

**VIII. Legal/Ethics Report:** Director Bergendorf reported she submitted the Open Meetings Act to the State of Illinois and FOIA information has been posted to the Library Web site. Director Bergendorf reported online FOIA training is expected to be available online soon.

**IX. Continuing Business:** No action taken.

## **X. New Business - Continued**

**A. Building Facilities & Equipment:** Director Bergendorf discussed the status of the boiler. Director Bergendorf reported the existing boiler tubes were temporarily repaired and Norm and Dan feel it can be repaired to serve as a backup boiler. It has been recommended to purchase a new boiler and use the existing repaired boiler as a backup boiler. Director Bergendorf reported we are experiencing electrical problems with our building in addition to problems with the south parking lot lights. The Board had a lengthy discussion about the current status of our building facilities.

**B. Illinois Governmental Ethics Act – Certified List of Individuals:** A motion to approve the Illinois Governmental Ethics Act – Certified List of Individuals was approved by Trustee Lombardi and seconded by Trustee Winger. Roll Call Vote- Ayes: Lombardi, Sparacio, Stillabower, Winger, Zaremba; Absent: Dunn, Matuszewski. Motion passed.

Director Bergendorf reminded the Board of their decision to move the February board meeting to the third Monday in February. The Board members then discussed the advantage of moving the February and March board meeting to the third Monday of the month since the second Monday falls so early in both of the months. The Board concurred to move the February Board meeting and Director Bergendorf agreed to survey the other board members not present about the March meeting.

## **XI. Executive Session**

A motion to go into Executive Session pursuant to Section 120/2(c)(21) (review of executive session minutes) at 8:28 p.m. was made by Trustee Lombardi and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Lombardi, Sparacio, Stillabower, Winger, Zaremba; Absent: Dunn, Matuszewski. Motion passed.

A motion to exit Executive Session at 8:30 p.m. and resume regular session was made by Trustee Lombardi and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Lombardi, Sparacio, Stillabower, Winger, Zaremba; Absent: Dunn, Matuszewski. Motion passed.

## **XII. Approval of Executive Session Minutes**

A motion to keep Executive Session minutes dated March 8, 2004 – May 14, 2007 closed was made by Trustee Lombardi and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Lombardi, Sparacio, Stillabower, Winger, Zaremba; Absent: Dunn, Matuszewski. Motion passed.

## **XIII. Adjournment**

A motion to adjourn the meeting at 8:32 p.m. was made by Trustee Zaremba and seconded by Trustee Lombardi. Roll Call Vote- Ayes: Lombardi, Sparacio, Stillabower, Winger, Zaremba; Absent: Dunn, Matuszewski. Motion passed.

