

Wood Dale Public Library District
Regular Board Meeting Minutes

May 10, 2010
7:30 p.m.

Meeting began at 7:35 p.m.

The meeting was called to order by President Winger.

I. Roll Call:

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

Others Present: Bergendorf

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

III. Minutes: A motion to approve the April 12, 2010 Regular Meeting minutes was made by Trustee Matuszewski and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Matuszewski, Sparacio, Winger, Zaremba; Abstain: Dunn, Lombardi, Stillabower. Motion passed.

IV. Treasurer's Report: A motion to approve the Treasurer's Report was made by Trustee Zaremba and seconded by Trustee Dunn. Roll Call Votes – Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger, Zaremba; Motion passed.

V. Bill List/Cash Disbursement: Trustee Matuszewski inquired about the bill for prior per capita items. Trustee Sparacio inquired about the annual maintenance and inspection on our fire safety systems. Director Bergendorf listed the fire safety items inspected each year. President Winger inquired about the request for reimbursements for the Library Director. Director Bergendorf reported that these reimbursement requests are reviewed by a board member for approval and Director Bergendorf purchases these items when a credit card is required. President Winger inquired about items designated for reserve fund and library fund expenditures. Director Bergendorf reviewed with the Board items that can be allocated to the reserve fund. A motion to approve the Bill List/Cash Disbursement lists was made by Trustee Dunn and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger, Zwolfer. Motion passed.

VI. Director's Report: Trustee Matuszewski commended the Library on receiving the American Dream Starts @ Your Library Grant. The Board discussed the success of the staff in-service and the continued development of staff grant writing skills. The Board discussed the increased impact on children's programming if early childhood education at the local school district is reduced. A motion to approve the Director's Report was made by Trustee Lombardi and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

VII. President's Report/Correspondence: A former Trustee sent a note to the Trustees thanking them for the condolences sent when their spouse passed away.

VIII. Legal/Ethics Report:

- A. Legal Memos & Ethics Update: Director Bergendorf reported we received two legal memos recently. The first memo outlined the importance of limiting email for distributing information, while the second memo outlined a recent court case that reaffirmed that library display space does not constitute a public forum.

IX. Continuing Business

- A. Boiler Update:** Director Bergendorf reviewed the boiler project with the Board. She informed the Board that we are trying to schedule the bid opening date to the June board meeting. The notice needs to be published 30 days prior to bid opening.

X. New Business

A. Material Selection Policy

The Director reviewed the Material Selection Policy with the Board. A motion to approve the Material Selection Policy was made by Trustee Lombardi and seconded by Trustee Sparacio. Roll Call Votes - Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

B. Budget

Director Bergendorf reviewed the budget with the Board of Trustees and discussed the importance of structuring our budget and legal documents to accommodate our short term and long term capital project needs.

C. Architect Recommendation

Director Bergendorf discussed the architect interviews conducted by Director Bergendorf and Norman Eallonardo. A motion to select PSA Dewberry was made by Trustee Lombardi and seconded by Trustee Dunn. Roll Call Votes - Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

C. Presentation Discussion and Action Concerning Acquisition of Specific Property

See Below.

XI. Executive Session

A motion to take a brief recess at 8:28 p.m. and to then go into Executive Session pursuant to Section 120/2(c)(5)(property acquisition) was made by Trustee Zaremba and seconded by Trustee Matuszewski. Roll Call Votes - Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Zaremba; Nays: Winger. Motion passed.

The Board entered into Executive Session at 8:36 p.m. with all Trustees present.

A motion to exit Executive Session at 9:06 p.m. and resume regular session was made by Trustee Winger and seconded by Trustee Lombardi. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

A motion authorizing the Director to proceed as discussed in Executive Session was made by Trustee Lombardi and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

XII. Adjournment

A motion to adjourn the meeting at 9:07 p.m. was made by Trustee Zaremba and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Lombardi, Matuszewski, Sparacio, Stillabower, Winger, Zaremba. Motion passed.