

Wood Dale Public Library District
Regular May Board Meeting Minutes
May 16, 2011
7:30 p.m.

Meeting began at 7:33 p.m. The meeting was called to order by President Winger.

I. Roll Call:

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

Absent: Zaremba

Others Present: Bergendorf

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

III. Trustee Oath of Office: Dunn, Matuszewski, Norris, Winger

Director Bergendorf, serving as a Notary Public, administered the Trustee Oath of office to Trustee Dunn, Trustee Matuszewski, Trustee Norris, and Trustee Winger.

IV. Election of Officers

A motion to nominate Trustee Winger as President of the Board of Trustees was made by Trustee Winger with no second. A motion to nominate Trustee Winger as President of the Board of Trustees was made by Trustee Norris and seconded by Trustee Winger. The Board discussed the nomination process with the Library Director. Roll Call Vote- Ayes: Norris, Winger; Abstain: Sparacio, Matuszewski, Stillabower; Absent: Zaremba; No: Dunn. Motion passed. With further questions about the nomination and election process, the Board consulted with Library Attorney Roger Ritzman for clarification.

A motion to nominate Trustee Sparacio as Secretary was made by Trustee Sparacio and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed. A motion to nominate Trustee Matuszewski as Vice President was made by Trustee Matuszewski and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed. A motion to nominate Trustee Stillabower as Treasurer was made by Trustee Dunn and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed.

V. Minutes: A motion to approve the April 11, 2011 Board Meeting Minutes was made by Trustee Dunn and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed.

VI. Treasurer's Report: A motion to approve the Treasurer's Report was made by Trustee Matuszewski and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed.

VII. Bill List/Cash Disbursement: A motion to approve the Bill List/Cash Disbursement lists was made by Trustee Matuszewski and seconded by Trustee Winger. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed.

VIII. Director's Report: Trustee Matuszewski congratulated Director Bergendorf on her MAGIC Presidency. Director Bergendorf discussed the status of the library system merger and the future goal of greater LLSAP sharing and connectivity. *(Please note: Trustee Zaremba entered the meeting at 8:30 p.m.)* Trustee Matuszewski noted that Mary Ann Sullivan received a LTA scholarship from DLS. This is the third DLS scholarship received by a Wood Dale staff member. Director Bergendorf noted 40 percent of our full-time staff is enrolled in graduate or certificate programs. Director Bergendorf reviewed upcoming library service

enhancements and project costs (computer upgrades, self-serve scanning, E-pay program). A motion to approve the Director's Report was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

IX. President's Report: President Winger asked Vice President Matuszewski to present an overview of the staff in-service event to the Board. The Board discussed the positive impact of the event. A motion to approve the President's Report was made by Trustee Dunn and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

X. Correspondence: Nothing to report.

XI. Legal/Ethics Report: Trustee Matuszewski distributed several newspaper articles featuring local libraries in the area.

XII. Continuing Business: Nothing to report.

XIII. New Business

A. Illinois Funds Account Authorization: A motion to approve opening an Illinois Funds Account to support the e-pay program was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

B. Certificate of Status of Tax-Exempt Property: A motion to the Certificate of Status of Tax-Exempt Property was made by Trustee Dunn and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

C. Auditor Engagement Letter: A motion to approve the Auditor Engagement Letter was made by Trustee Dunn and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

D. Identity Protection Policy: A motion to approve the Identity Protection Policy was made by Trustee Matuszewski and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

E. Fiscal Compliance Calendar: The Board reviewed the fiscal compliance calendar. A motion to approve the Fiscal Compliance Calendar was made by Trustee Winger and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

F. Budget: Director Bergendorf reported the final budget figures from DuPage County have not arrived. Working with tentative figures, she told the Board the budget will be similar to the previous year.

G. Parking Lot Rehabilitation Project: The Board discussed the parking lot rehabilitation project details at length. A motion to move forward with the parking lot rehabilitation project was made by Trustee Dunn and seconded by Trustee Winger. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

H. Discussion and Action Concerning Acquisition of Specific Property- Executive Session 120/2(c)(5)(property acquisition): No action taken.

I. Personnel – Executive Session 120/2(c)1: No action taken.

J. Review of Executive Session Minutes – Executive Session 120/2(c)(21): No action taken.

XIV. Executive Session: No need for Executive Session.

XV. Approval of Executive Session Minutes: No action taken

XVI. Adjournment: A motion to adjourn the meeting at 9:32 p.m. was made by Trustee Zaremba and seconded by Trustee Dunn. Roll Call Vote - Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion Passed.