

Wood Dale Public Library District  
Regular June Board Meeting Minutes  
June 20, 2011  
7:30 p.m.

Meeting began at 7:30 p.m. The meeting was called to order by President Winger.

**I. Roll Call:**

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

Absent:

Others Present: Bergendorf

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

**III. Minutes:** A motion to approve the May 16, 2011 Board Meeting Minutes was made by Trustee Matuszewski and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed. A motion to approve the May 26, 2011 Special Board Meeting Minutes was made by Trustee Winger and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba; Abstain: Dunn. Motion passed.

**IV. Treasurer's Report:** Director Bergendorf noted revenues were at 99.52 percent collected. A motion to approve the Treasurer'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.

**V. Bill List/Cash Disbursement:** Trustee Matuszewski inquired about the two payments made to the engineering firm. Director Bergendorf reported these are payments based upon completion of certain phases of the project. An inquiry was made about the payment to Dell Marketing. Director Bergendorf reported this was for replacement computers for the adult computer lab and a new server. Director Bergendorf reviewed the computer replacement schedule with the Trustees. A motion to approve the Bill List/Cash Disbursement lists was made by Trustee Zaremba and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

**VI. Director's Report:** Director Bergendorf reported the community newsletter has a new designer and printer so the next newsletter will look dramatically different. A motion to approve the Director'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.

**VII. President's Report:** President Winger reminded the Trustees of the upcoming intergovernmental event.

**VIII. Correspondence:** Nothing to report.

**IX. Legal/Ethics Report:** Trustee Matuszewski distributed several newspaper articles featuring local libraries in the area. Trustee Matuszewski commended the library staff on the BOB and Fenton High School literature displays.

**X. Continuing Business:**

**A. Fiscal Compliance Calendar:** The Board discussed meeting on Monday, July 25 to review bids submitted for the parking lot rehabilitation project. Treasurer Stillabower noted she will not be able to attend the board meeting on August 8. Trustee Dunn will serve as Treasurer Pro Tem in her absence.

**B. Budget:** Director Bergendorf distributed budget income sheets to the Board of Trustees for their review. She reported she will present final figures once she reviews end-of-year figures from Bill Grigg.

**C. Intergovernmental Event:** See President's Report.

## **XI. New Business**

**A. Prevailing Wage Ordinance:** A motion to approve the Prevailing Wage Ordinance was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

**B. An Ordinance Transferring Funds to the Special Reserve Fund:** A motion to approve the Ordinance Transferring Funds to the Special Reserve Fund was made by Trustee Dunn and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

**C. Per Capita Grant:** Director Bergendorf informed the Board of Trustees that they will be reviewing requirements for the grant during the next few board meetings.

**D. Personnel – Executive Session 120/2(c)1**

**E. Discussion and Action Concerning Acquisition of Specific Property- Executive Session 120/2(c)(5)(property acquisition)**

**F. Review of Executive Session Minutes – Executive Session 120/2(c)(21):**

## **XII. Executive Session:**

A motion to go into Executive Session at 8:03 p.m. pursuant to Personnel 120/2(c)(1), Discussion and Action Concerning Acquisition of Specific Property- Executive Session 120/2(c)(5)(property acquisition), and Review of Executive Session Minutes – Executive Session 120/2(c)(21) was made by Trustee Dunn and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

A motion to exit Executive Session and return to regular session at 8:14 p.m. was made by Trustee Dunn and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

**XIII. Approval of Executive Session Minutes:** A motion to approve the January 10, 2011 Executive Session Minutes was made by Trustee Dunn and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Winger, Zaremba; Abstain: Norris, Stillabower. Motion passed.

A motion to approve the February 14, 2011 Executive Session Minutes was made by Trustee Sparacio and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

A motion to approve the May 26, 2011 Executive Session Minutes was made by Trustee Matuszewski and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

A motion to keep the Executive Session minutes from March 8, 2004 through May 26, 2011 closed was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

Director Bergendorf informed the Board she will be working with Joanna Klos to finish bills to close out the fiscal year (legal, consulting, and several other standard end-of-year bills).

**XIV. 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.