

Wood Dale Public Library District  
Regular July Board Meeting Minutes  
July 11, 2011  
7:30 p.m.

Meeting began at 7:32 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 June 20, 2011 Board Meeting Minutes was made by President Winger and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

**IV. Treasurer's Report:** Trustee Stillabower reviewed the Treasurer's report with the Board of Trustees. President Winger inquired about the purpose of the working cash fund and Director Bergendorf explained the Illinois Statute that governs this fund and the history of the application of the fund at the Library. A motion to approve the Treasurer'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.

**V. Bill List/Cash Disbursement:** The Board reviewed the bill list and the following bills were specifically discussed: the maintenance contract and invoice from Amber Mechanical, CFB computer services, Apple Books and Demco. A motion to approve the Bill List/Cash Disbursement lists was made by Trustee Dunn and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

**VI. Director's Report:** Director Bergendorf inquired if there were any questions about her report. Trustee Matuszewski asked about the location of the Kaneville Public Library and the funding process utilized for new building programs. 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 thanked the Board members for attending the intergovernmental event. A motion to approve the President's Report was made by Trustee Zaremba and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Zaremba; Abstain: Winger. Motion passed.

**VIII. Correspondence:** President Winger and Director Bergendorf reviewed the per capita letter grant invitation sent by Secretary of State Jesse White to the Wood Dale Public Library District.

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

**X. Continuing Business**

**A. Budget:** Director Bergendorf reviewed budget figures with the Board and reported she plans to update the budget once final bids are accepted for the upcoming capital projects. The Board of Trustees and the Director had a lengthy discussion on the funding status and purpose of each fund.

## **XI. New Business**

- A. Per Capita Grant: Review of Requirement:** Director Bergendorf reviewed the per capita grant requirements with the Board to fulfill our application obligations.
- B. Strategic Plan:** Director Bergendorf reviewed our existing Strategic Plan, noted items which are still relevant, and asked the Board to put this on our planning agenda once the parking lot rehabilitation project has been completed. The Board of Trustees concurred with this timeline.
- C. Attorney Disclosure:** Director Bergendorf reviewed the attorney disclosure letter sent by our law firm. A motion authorizing President Winger to sign the attorney disclosure letter acknowledgement was made by Trustee Stillabower and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.
- D. An Ordinance Levying a Special Tax of .02% for Building and Maintenance:** A motion to approve an Ordinance Levying a Special Tax of .02% for Building and Maintenance was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.
- E. Personnel- Executive Session 120/2(c)(1) – (See Below)**
- F. Discussion and Action Concerning Acquisition of Specific Property- Executive Session 120/2(c)(5)(property acquisition)**

## **XII. Executive Session:**

A motion to go into Executive Session at 8:12 p.m. pursuant to Personnel 120/2(c)(1) and Discussion and Action Concerning Acquisition of Specific Property- Executive Session 120/2(c)(5)(property acquisition) following a brief break 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 exit Executive Session and return to regular session at 9:28 p.m. was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

A motion authorizing the Director's raise by was made Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

A motion directing Director Bergendorf to continue as discussed in Executive Session was made by President Winger and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

**XIII. Adjournment:** A motion to adjourn the meeting at 9:30 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.