

Wood Dale Public Library District
Regular September Board Meeting Minutes
September 12, 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: None.

Others Present: Bergendorf

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

III. Secretary Pro Tem Appointment: Secretary Sparacio was in attendance, so no action taken.

IV. Minutes: A motion to approve the August 8, 2011 Regular Board Meeting Minutes was made by Trustee Norris and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba; Abstain: Stillabower. Motion passed.

V. Treasurer's Report: Trustee Stillabower reviewed the Treasurer's report with the Board of Trustees. 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.

VI. Bill List/Cash Disbursement: The Board reviewed the bill list and the following bills were specifically discussed: City of Wood Dale payment for fees associated with the parking lot renovation project (noted fees are refundable based upon completion of the project), Alarm Detection Services (fees for security and fire for both facilities), Wood Dale School District #7 (copy paper purchase through cooperative purchasing consortium and tax objection consortium), Cowhey (parking lot project fees), and the movie public licensing fee. 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.

VII. Director's Report: The Library Director reported the CAC is working to create a positive community forum that is a true partnership created as an intergovernmental event. A motion to approve the Director's Report was made by Trustee Dunn and seconded by Trustee Norris. Director Bergendorf inquired if there were any questions about her report. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

VIII. President's Report: No report.

IX. Correspondence: Director Bergendorf informed the Board she has a registration form for ILA Trustee Day if the Trustees are interested. The correspondence from Tressler was reviewed and an action item will be on the October agenda. Director Bergendorf noted the October board meeting has been moved to October 17 due to the timing for passing our legal ordinances. She also reviewed a few upcoming items including the Shape of Wood Dale, the Public Library Association Conference, and the schedule for the upcoming November board meeting. Director Bergendorf also asked the Board to consider formally move the Board meeting to the third Monday of the month to give more time for processing bills and to better accommodate our legal calendar.

X. Legal/Ethics Report: Director Bergendorf reported there have been several legislative changes to IMRF which will require us to produce additional financial reports.

XI. Continuing Business

A. Parking Lot Rehabilitation Project: Director Bergendorf reported we will have to remove some landscaping next Wednesday to accommodate the parking lot renovation. Island removal, sidewalks, and curbing work will begin the following week. The Board discussed ways to communicate the parking lot project status to the patrons and the need to remain flexible if material is not returned due to construction difficulties.

XII. New Business

A. Library Layout and Furniture Redesign Project: Director Bergendorf reviewed the priorities of the upcoming building renovation with the Board of Trustees. She also discussed the need for the Board to consider construction issues including a renovation schedule and the level of library service offered.

B. Authorize Update of Bank Accounts: A motion to update the Library bank accounts to reflect current allowed signers was made by President Winger and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

C. Per Capita Grant - Approval with Final Review by President and Secretary: The Director gave a review of the requirements covered at prior board meetings. A motion to approve the per capita grant contingent upon final review by the President and Secretary was made by Trustee Dunn and seconded by Trustee Norris. Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

D. Budget and Appropriation Ordinance - Public Hearing Report and Ordinance Approval: There was no public testimony to report from the Budget and Appropriation Ordinance public hearing. Director Bergendorf reported the attorney reviewed and approved for passage the Budget and Appropriation Ordinance. A motion to approve the Budget and Appropriation Ordinance was made by Trustee Matuszewski and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

E. Resolution to Determine Estimate of Funds Needed for 2011-2012 Fiscal Year: A motion to approve the Resolution to Determine Estimate of Funds Needed for 2011-2012 Fiscal Year was made by Trustee Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

F. Establish Public Hearing Date Pursuant to TITA - Notice of Property Tax Increase for Wood Dale Public Library District: A motion to approve the notice to Establish Public Hearing Date Pursuant to TITA - Notice of Property Tax Increase for Wood Dale Public Library District was made by Trustee Sparacio and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

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

H. Review of Executive Session Minutes - No action needed.

XIII. Executive Session: No action needed.

XIV. Adjournment: A motion to adjourn the meeting at 8:10 p.m. was made by Trustee Zaremba and seconded by President Winger. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.