

Wood Dale Public Library District
Regular December Board Meeting Minutes
December 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

Absent: Zaremba

Others Present: Berg, Bergendorf

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

III. Minutes: A motion to approve the November 14, 2011 Regular Board Meeting Minutes was made by Trustee Norris and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower; Abstain: Winger; Absent: Zaremba. Motion passed.

V. Treasurer's Report - Revenue/Expenses by Fund: Treasurer Stillabower gave a brief overview of the Treasurer's report. A motion to approve the Treasurer's report was made by Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger. Absent: Zaremba.

V. Bill List/Cash Disbursement: 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, Matuszewski, Norris, Sparacio, Stillabower, Winger; Absent: Zaremba. Motion passed.

VI. Director's Report: Director Bergendorf asked if there were any questions about her report. *(Please note: Trustee Zaremba entered the meeting at 7:32 p.m.)* Trustee Matuszewski inquired about the number of people who attended the Open House. Director Bergendorf reported we have 650 patrons visit the day of the Open House. The Board of Trustees commented positively on the Open House event. The Board discussed the patron survey and initial results. Director Bergendorf gave an overview of the meetings being held between the LLSAP's and RAILS Board. 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; Absent: Zaremba. Motion passed.

VII. President's Report: President Winger thanked everyone for their assistance at the Holiday Open House. President Winger reported he participated in the award reception ceremony for the Art Show. President Winger also reported on the upcoming spring green event sponsored by the City of Wood Dale. Director Bergendorf reported the Library is discussing with the City how the Library can be a partner in this 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. *(Please note: Auditor Dan Berg arrived at 8:07 pm.)*

VIII. New Business

A. Report from the Auditor/Acceptance of the Audit: Dan Berg, from Sikich Group, presented the audit to the Board of Trustees. He reported it is a clean opinion (the best opinion they are qualified to give). Dan Berg reviewed the financial numbers with the Board, noting we have no debt, and congratulated the Wood Dale Public Library District on our strong financial position. He reported the Library financially has “come light years” since Director Bergendorf joined the Library. He also noted our Library is a very good example of how a library district should manage their special revenue funds. A motion to accept the audit was made by Trustee Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

IX. Correspondence: Trustee Sparacio mentioned a patron has a piece of equipment to donate to the Library. Director Bergendorf reported she would work with Trustee Sparacio on this project.

X. Legal/Ethics Report: Trustee Matuszewski distributed a few newspaper clippings about libraries in the news.

XI. Continuing Business: Nothing to report.

XII. New Business Cont'd

B. Establishing Meeting Dates Ordinance: The Board discussed moving the board meeting to the third Monday of the month to help facilitate administrative processes. A motion to approve the Establishing Meeting Dates Ordinance was made by Trustee Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

C. Library Calendar: The Board discussed the upcoming holiday schedule and how organizations are closed on the Monday after Christmas Day and New Year’s Day. A motion to close the Monday after Christmas Day and New Year’s Day was made by Trustee Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

D. Health and Wellness Program: Director Bergendorf reported we received a significant decrease in our health insurance renewal. Director Bergendorf recommended using some of the cost savings to implement wellness programs to improve employee health and promote preventative health maintenance. A motion to approve participating in the governmental wellness program offered through the Wood Dale Park District was made by Trustee Sparacio and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

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

F. Review of Executive Session Minutes - Executive Session 120/(c)(21): No action needed.

XIII. Executive Session: No action needed.

XIV. Approval and Review of Executive Session Minutes: No action needed.

XV. Adjournment

A motion to adjourn the meeting at 8:26 p.m. was made by Trustee Zaremba and seconded by Trustee Matuszewski. Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.