

Wood Dale Public Library District
Regular September Board Meeting Minutes
September 17, 2012
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, Norris, Sparacio, Stillabower, Winger, Zaremba

Absent: Matuszewski

Others Present: Bergendorf

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

III. Minutes: A motion to approve the August 13, 2012 Regular Board Meeting Minutes was made by Trustee Norris and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

IV. 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 Norris. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

V. Bill List/Cash Disbursement: The Board reviewed the bill list with the Library Director. 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, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

VI. Director's Report: The Library Director reviewed her report with the Board of Trustees and discussed the variety of building and technology projects occurring at the Library. She discussed transitioning the distribution of public information to a digital format. Director Bergendorf also discussed scheduling a shelving installation in November which probably will require closing a day or two for this major project. She also reviewed with the Board methods used to evaluate and manage the library collection. A motion to approve the Director's Report was made by Trustee Dunn and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

VII. President's Report: President Winger discussed the Open Meetings Act training requirement. Director Bergendorf encouraged the Trustees to formally schedule an Open Meetings Act training session with the Director. President Winger reported the Wood Dale Public Library District will be participating in the Shape of Wood Dale this year.

VIII. Correspondence: Director Bergendorf reviewed thank you cards received by the Library.

IX. Legal/Ethics Report: See President's report regarding the Open Meetings Act training requirement.

X. Continuing Business

A. Physical Facilities: Director Bergendorf discussed having carpet cleaned in conjunction with the new shelving installation.

XI. New Business

A. Library Layout and Furniture Redesign Project: Director Bergendorf discussed there may be additional shelving in the former Wheaton bookstore for purchase. If additional shelving is purchased, it will be a reimbursable expense to Director Bergendorf since checks are not accepted for the transaction.

B. Per Capita Grant - Approval with Final Review by President and Secretary: The Director reviewed the per capita grant application with the Board of Trustees and the Board participated in the per capita grant training requirements. A motion to approve the per capita grant contingent upon final review by the President and Secretary was made by Trustee Norris and seconded by Trustee Dunn. Ayes: Dunn, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

C. 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. A motion to approve the Budget and Appropriation Ordinance was made by Trustee Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

D. Resolution to Determine Estimate of Funds Needed for 2012-2013 Fiscal Year: Director Bergendorf reported the amount we are requesting has been the same dollar amount for the past several years. A motion to approve the Resolution to Determine Estimate of Funds Needed for 2012-2013 Fiscal Year was made by Trustee Sparacio and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

E. 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 Zaremba and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

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

G. Review of Executive Session Minutes – Executive Session 120/2(c)(21) : See Executive Session

XII. Executive Session: A motion to go into Executive Session at 7:54 p.m. pursuant to 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 President Winger and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

A motion to exit Executive Session and return to regular session at 8:05 p.m. was made by Trustee Sparacio and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

XIII. Approval of Executive Session Minutes:

A motion to approve and keep the Executive Session minutes from July 11, 2011 closed was made by Trustee Sparacio and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

A motion to approve and keep the Executive Session minutes from July 25, 2011 closed was made by Trustee Sparacio and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

A motion to approve and keep the Executive Session minutes from August 8, 2011 closed was made by Trustee Sparacio and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Winger, Zaremba; Abstain: Stillabower; Absent: Matuszewski. Motion passed.

A motion to approve and keep the Executive Session minutes from June 18, 2012 closed was made by Trustee Sparacio and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

A motion to approve and keep the Executive Session minutes from July 16, 2012 closed was made by Trustee Sparacio and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower, Winger; Abstain: Zaremba; Absent: Matuszewski. Motion passed.

A motion advising the Director to proceed regarding the Discussion and Action Concerning Action of Specific Property was made by Trustee Dunn and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower, Winger, Zaremba; Absent: Matuszewski. Motion passed.

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