

Wood Dale Public Library District  
Regular August Board Meeting Minutes  
August 12, 2013  
7:30 p.m.

Meeting began at 7:30 pm.

The meeting was called to order by President Dunn.

**I. Roll Call**

Present: Dunn, Matuszewski, Stillabower, Winger, Zaremba

Absent: Norris, Sparacio

Others Present: Bergendorf

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

**III. Minutes:** A motion to approve the July 15, 2013 Regular Board Meeting minutes was made by Trustee Zaremba and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Stillabower, Zaremba; Abstain: Winger; Absent: Norris, Sparacio. Motion passed.

**IV. Treasurer's Report - Revenue/Expenses by Fund:** Trustee Winger reviewed the report with the Trustees. A motion to approve the Treasurer's report was made by Trustee Matuszewski and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Stillabower, Winger, Zaremba; Absent: Norris, Sparacio. Motion passed.

**V. Bill List/Cash Disbursement:** The Board reviewed the Bill List/Cash Disbursement lists which included expenditures. A motion to approve the Bill List/Cash Disbursement lists was made by Trustee Matuszewski and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Stillabower, Winger, Zaremba; Absent: Norris, Sparacio. Motion passed.

**VI. Director's Report:** Director Bergendorf reviewed her report with the Board. She discussed the opportunity for the library to bid on a used bookmobile at public auction. The bid minimum is very low. Using a bookmobile for service is an attractive option when the Library installs new carpeting and upgrades our electrical system. The approved working budget has funds for this type of capital equipment expenditure, and if inspection of the bookmobile is positive, Director Bergendorf will submit a bid based upon the public auction results of a similar bookmobile. A motion to approve the Director's Report was made by Trustee Winger and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Winger, Zaremba; Absent: Norris. Motion passed. *(Please note: Trustee Sparacio joined the meeting at 7:49 pm during the Director's Report.)*

**VII. President's Report:** No report.

**VIII. Correspondence:** Director Bergendorf shared with the Board of Trustees thank you notes from Wood Dale School District #7 summer school students.

**IX. Legal/Ethics Report:** Trustee Matuszewski shared several newspaper articles about area libraries.

**X. Continuing Business:** No action needed.

## **XI. New Business**

**A. Chief Fiscal Officer Statement of Estimated Revenues:** A motion to approve the Chief Fiscal Officer Statement of Estimated Revenues was made by President Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Winger, Zaremba; Absent: Norris. Motion passed.

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

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

**D. Per Capita Grant Requirements:** Director Bergendorf reviewed the mandatory per capita grant requirements with the Board and worked with the Board on the community needs assessment section utilizing information gathered from recent survey work.

**E. Annual Report – Authorize President and Secretary for Final Review:** A motion to approve the Annual Report pending final review by the President and Secretary was made by Trustee Winger and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Winger, Zaremba; Absent: Norris. Motion passed.

**F. Presentation, Discussion and Action Concerning Acquisition of Specific Property – Executive Session 120/2(c)(5):** No action needed.

**G. Review and Approval of Executive Session Minutes - Executive Session 120/2(c)(21):** No action needed.

**XII. Executive Session:** No action needed.

## **XIII. Adjournment**

A motion to adjourn the meeting at 8:34 p.m. was made by Trustee Zaremba and seconded by Trustee Matuszewski. Roll Call Vote: Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Winger, Zaremba; Absent: Norris. Motion passed.