

Wood Dale Public Library District
Regular January Board Meeting Minutes
January 20, 2014
7:30 p.m.

Meeting began at 7:33 p.m. The meeting was called to order by President Dunn.

I. Roll Call:

Present: Dunn, Norris, Sparacio, Stillabower,

Absent: Matuszewski, Winger, Zaremba

Others Present: Bergendorf

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

III. Audit Presentation: Dan Berg presented the annual audit to the Board of Trustees and gave the best opinion he could. He reported the Library was very cooperative during the audit process and it went smoothly. He commended the Board on our favorable financial position and how it has improved during the past ten years. He reported the Library is managing its funds and able to pay for existing operations, necessary capital improvements, and plan for future capital replacement. *(Dan Berg exited the meeting following his audit presentation.)*

IV. Minutes: A motion to approve the December 16, 2013 Regular Board Meeting Minutes was made by Trustee Sparacio and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower; Absent: Matuszewski, Winger, Zaremba. Motion passed.

V. Treasurer's Report: President Dunn reviewed the Treasurer's report with the Board of Trustees. A motion to approve the Treasurer's Report was made by Trustee Sparacio and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower; Absent: Matuszewski, Winger, Zaremba. Motion passed.

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

VII. Director's Report: The Library Director reviewed her report with the Board of Trustees. A motion to approve the Director's Report was made by Trustee Norris and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower; Absent: Matuszewski, Winger, Zaremba. Motion passed.

VIII. President's Report: President Dunn thanked everyone for their participation in the successful Holiday Open House. She discussed the impact of the severe weather on library operations and need for public safety.

IX. Correspondence: Director Bergendorf shared two thank you notes with the Board of Trustees.

X. Legal/Ethics Report: No report to review with the Board.

XI. Continuing Business

A. Conduct Ordinance: Director Bergendorf reported the attorney was reviewing our Conduct Ordinance and as of the board meeting, has not suggested any modifications to our existing ordinance.

XII. New Business

- A. Audit Acceptance:** A motion to accept the audit was made by Trustee Norris and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower; Absent: Matuszewski, Winger, Zaremba. Motion passed.
- B. Notice of Availability of Audit Report:** A motion to approve the Notice of Availability of Audit Report was made by Trustee Norris and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower; Absent: Matuszewski, Winger, Zaremba. Motion passed.
- C. Illinois Library Association Insurance Program:** Director Bergendorf distributed two insurance quotes from the Illinois Library Association Insurance program. The quotes represent significant decreases from our existing policies. Director Bergendorf reported the worker's compensation insurance quote needs to be updated to reflect existing personnel expenditures and she will work with the insurance agent to clarify a final quote.
- D. Ethics Certification:** A motion to approve the names to submit to DuPage County for Ethics Certification was made by Trustee Sparacio and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower; Absent: Matuszewski, Winger, Zaremba. Motion passed.
- E. Staff Inservice/Recognition Event:** Director Bergendorf discussed potential staff in-service dates with the Board of Trustees. The Board preferred the date of June 6.
- F. Pledgee Signature Card:** Director Bergendorf reported it was time to update our Pledgee Signature Cards at First Tennessee where Itasca Bank has secured additional pledges for our accounts. A motion to have the President, Treasurer, and Director on file to manage the pledges was made by Trustee Norris and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower; Absent: Matuszewski, Winger, Zaremba. Motion passed.
- G. Ordinance Prohibiting Firearms on Library Property:** A motion to approve the Ordinance Prohibiting Firearms on Library Property was made by President Dunn and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower; Absent: Matuszewski, Winger, Zaremba. Motion passed.
- H. Discussion and Action of Specific Property- Executive Session 120/2(c)(5)(property acquisition):** No action taken.
- I. Review of Executive Session Minutes – Executive Session 120/2(c)(21) :** No action taken.

XIII. Executive Session: No session needed.

XIII. Approval and Review of Executive Session Minutes: No action taken.

XIV. Adjournment: A motion to adjourn the meeting at 8:44 p.m. was made by Trustee Norris and seconded by President Dunn. Roll Call Vote- Ayes: Dunn, Norris, Sparacio, Stillabower; Absent: Matuszewski, Winger, Zaremba. Motion passed.