

Wood Dale Public Library District  
Regular May Board Meeting Minutes  
May 18, 2015  
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, Sparacio, Stillabower, Zaremba

Absent: Norris, Winger

Others Present: Bergendorf

Director Bergendorf reported that Trustee Norris was not able to attend and Trustee Winger was absent due to a work commitment.

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

**III. Acceptance of DuPage County Board of Election Canvassing Results**

A motion to accept the DuPage County Board of Election Canvassing Results was made by President Dunn and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

**IV. Oath of Office:** Director Bergendorf, an authorized Notary Public, administered the oath of office to each newly elected Trustee. Trustee Stillabower and Trustee Zaremba both accepted the Oath of Office.

**V. Election of Board Officers:**

Director Bergendorf reported that Trustee Winger communicated to her via telephone and an email, printed out for the board meeting, that he would accept a nomination for an officer position.

**President:** A motion to nominate Barbara Dunn as President was made by Trustee Matuszewski and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

**Vice- President:** A motion to nominate Jeanna Matuszewski as Vice-President was made by President Dunn and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

**Treasurer:** A motion to nominate Maddalena Sparacio as Treasurer was made by President Dunn and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

**Secretary:** A motion to nominate Lynnette Zaremba as Secretary was made by President Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

**VI. Minutes:** A motion to approve the April 20, 2015 Regular Board Meeting minutes was made by Trustee Matuszewski and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

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

**VIII. Bill List/Cash Disbursement:** The Board reviewed the Bill List/Cash Disbursement lists. 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, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

**IX. Director's Report:** Director Bergendorf reviewed her report with the Board. The Board discussed at length the plans for the Library to offer the digital Hoopla service and the need for the Library to take the leadership role in technology implementation, training, and adaption for our community. Director Bergendorf discussed the technology gaps within the community household. Children in Wood Dale School District #7 participating in the one-on-one technology programs have advanced technology skills and access, while their parents do not have access to devices and have significant technology training needs. Director Bergendorf shared ideas on how the Library could fill this role. The Board of Trustees encouraged Director Bergendorf to develop this idea and indicated support of an innovative technology program for the community. A motion to approve the Director's Report was made by Trustee Matuszewski and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

**X. President's Report:** President Dunn reported on attending the visitation service for Betty Keesey who retired in the late 1980's as the Wood Dale PLD Head of the Technical Services. She reported she was pleased with the Library's condolence efforts. A motion to approve the President's Report was made by Trustee Matuszewski and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed

**XI. Correspondence:** The Director reviewed submitted plans and details for the Memorial Day Parade with the Board of Trustees.

**XII. Legal/Ethics Report:** Nothing to report.

**XIII. Continuing Business:** Nothing to report.

#### **XIV. New Business**

**A. Budget:** Director Bergendorf reported the final figures from DuPage County have not been distributed but she is developing a budget very similar to the numbers from last year.

**B. Fiscal Compliance Calendar:** Director Bergendorf distributed a draft fiscal compliance calendar for the Board to review. She reported the attorney has reviewed this item and if there are no other changes, this item will be brought to the June board meeting for approval.

**C. Building, Infrastructure, and Grounds:** Director Bergendorf reviewed these projects with the Board including the installation of fiber, the purchase of a new telephone system, and other end-of-year fiscal projects.

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

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

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

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

**XVII. Adjournment**

A motion to adjourn the meeting at 8:25 p.m. was made by Trustee Zaremba and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed