

Wood Dale Public Library District
Regular August Board of Library Trustees
Meeting Minutes
August 10, 2015
7:30 p.m.

The meeting began at 7:32 p.m. at the Wood Dale Public Library District Programming Center at 140 School Street, Wood Dale, Illinois.

The meeting was called to order by President Dunn.

I. Roll Call

Present: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Zaremba

Absent: Winger

Others Present: Bergendorf

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

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

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

V. 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, Norris, Sparacio, Stillabower, Zaremba; Absent: Winger. Motion passed.

VI. Director's Report: Director Bergendorf reviewed her report with the Board. The Board and Director reviewed upcoming library summer programming and projects. A motion to approve the Director's Report was made by Trustee Norris and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Zaremba; Absent: Winger. Motion passed.

VII. President's Report: President Dunn reported on the community's reaction to the passing of former Fenton High School music teacher Fred Lewis. She reported that the Wood Dale PLD will purchase a selection of library material in his memory that supports the music curriculum at Fenton. A motion to approve the President's Report was made by Trustee Norris and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Zaremba; Absent: Winger. Motion passed.

VIII. Correspondence: The following items were discussed with the board: a thank you note from the Wood Dale Park District, an invitation to a local fundraising event, and local play. *(Please note: Trustee Winger entered the meeting at 7:42 pm)*

IX. Legal/Ethics Report: Nothing to report.

X. Continuing Business – Maintenance Projects: Director Bergendorf reviewed recent repairs to the building.

XI. New Business

A. Statement of Cash Receipts and Disbursements: The Board reviewed the Statement of Cash Receipts and Disbursements prepared by our outside Accountant. A motion to approve the Statement of Cash Receipts and Disbursements was made by Trustee Matuszewski and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

B. An Ordinance Levying a Special Tax of .02% for Building and Maintenance: The Board reviewed Ordinance #3 2015 - An Ordinance Levying a Special Tax of .02 % for Building and Maintenance. Director Bergendorf reported this item will be published in the local newspaper on Friday, August 14 and had been reviewed by the attorney. A motion to approve Ordinance #3 2015 – An Ordinance Levying a Special Tax of .02% for Building and Maintenance was made by Trustee Matuszewski and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

C. Chief Fiscal Official Statement of Estimated Revenues: The Board reviewed the Chief Fiscal Officer Statement of Estimated Revenues and Director Bergendorf reported this item had been reviewed by the attorney. A motion to approve the Chief Fiscal Official Statement of Estimated Revenues was made by Trustee Matuszewski and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

D. Tentative Budget and Appropriation Ordinance: The Board reviewed the Tentative Budget and Appropriation Ordinance - Ordinance #4 2015. Director Bergendorf reported the attorney reviewed this item. A motion to approve the Tentative Budget and Appropriation Ordinance – Ordinance #4 2015 was made by Trustee Matuszewski and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

E. Public Hearing Notice for the Budget and Appropriation Ordinance: The Board reviewed the Public Hearing Notice for the Budget and Appropriation Ordinance establishing a public hearing on Monday, September 21, 2015 at 7:15 pm. Director Bergendorf reported this item will be published in the local newspaper on Friday, August 14. A motion to approve the Public Hearing Notice for the Budget and Appropriation Ordinance was made by Trustee Matuszewski and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

F. Per Capita Grant Requirements: Director Bergendorf reported the timeline for the Per Capita Grant application has been revised with submittal in early 2016.

G. Annual Report: Director Bergendorf reported she was working on compiling the annual report and would be working with the President and Secretary. Director Bergendorf also reported the Secretary's minutes and records need to be audited. President Dunn asked for volunteers for her to appoint for this task.

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

I. 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 7:56 p.m. was made by Trustee Zaremba and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.