

Wood Dale Public Library District  
140 School Street, Wood Dale, Illinois 60191  
April Regular Board Meeting Minutes  
Board of Library Trustees of the Wood Dale Public Library District  
April 18, 2016  
7:30 p.m.

**I. Call to Order**

President Dunn called the April 18, 2016 Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on April 18, 2016 at 7:31 pm at the Library Programming Center at 140 School Street, Wood Dale, Illinois, 60191.

**II. Roll Call:**

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

Absent: None.

Others Present: Bergendorf, Michael Mackey, Rick McCarthy

**III. Public Comments:** No one was present to provide public comments.

**IV. Secretary's Report**

**A. Minutes: March 21, 2016 – Regular March Board of Library Trustees Meeting**

Trustee Zaremba presented the March 21, 2016 – Regular Board Meeting of the Board of Library Trustees Minutes to the Board of Library Trustees of the Wood Dale Public Library District for approval. A motion to approve the March 21, 2016 – Regular Board Meeting of the Board of Library Trustees Minutes was made by Trustee Winger and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

**V. Financial Report**

**A. Treasurer's Report: Revenue/Expenses by Fund/Investment Report**

Trustee Sparacio presented the Treasurer's Report to the Board of Library Trustees. A motion to approve the Treasurer's Report was made by Trustee Matuszewski and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

**B. Bill List/Cash Disbursements**

Trustee Sparacio presented the Bill/List Cash Disbursements to the Board. A motion to approve the Bill List/Cash Disbursements was made by Trustee Winger and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

## **VI. Architect's Report: Trends and Project Goals**

Architect Rick McCarthy did a lengthy presentation on library industry trends and analyzed the current statistics of the Wood Dale Public Library District as compared to other libraries of similar size. The Board and Architect also reviewed and had a joint discussion on potential goals and outcomes of a renovation program.

A motion to take a short break at 9 p.m. was made by Trustee Matuszewski and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

Please note: Architects Rick McCarthy and Michael Mackey exited the meeting at 9 p.m. The meeting resumed at 9:08 p.m. with the following Trustees present: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba.

## **VII. Director's Report**

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

## **VIII. President's Report**

President Dunn discussed the need for individuals to work with the Library Director on the building construction program. Trustee Winger and Trustee Norris volunteered for this role. A motion to approve the President's Report was made by Trustee Winger and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

**IX. Correspondence and Communications:** Nothing to present.

## **X. Legal/Ethics report**

- A. Legal Memos** – No memorandums to report.
- B. Ethics Update** – Trustee Matuszewski thanked the Board members for filing their Economic Interest Statements with DuPage County.

## **XI. Continuing Business**

### **A. Intergovernmental Agreements: Wood Dale School District #7 – Shared Services**

The Intergovernmental Agreement between the Wood Dale Public Library and Wood Dale School District #7 was presented at the Board meeting. Director Bergendorf reported this agreement had been reviewed by the attorneys of both entities. A motion to approve the Intergovernmental Agreement between Wood Dale Public Library District and Wood Dale School District #7 was made by Trustee Matuszewski and seconded by

President Dunn. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

## **XII. New Business**

### **A. Continuing Education**

A motion to table the topic of Continuing Education was made by Trustee Winger and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

### **B. Resolution #2 2016 – Resolution Authorizing Intervention in Property Tax Assessment Appeals**

Resolution #2 2016 was presented to the Board of Library Trustees with a recital. A motion to approve Resolution #2 2016 – Resolution Authorizing Intervention in Property Tax Assessment Appeals was made by Trustee Norris and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

### **C. Bank Authorizations with Resolution and Letter**

With the resignation of Trustee Stillabower, Director Bergendorf reported the Board needed to pass a new resolution authorizing bank signees and signature of a letter certifying this authorization was made at a board meeting. The resolution and letter was presented to the Board of Library Trustees. A motion to approve the revised bank authorization by resolution and letter was made by Trustee Winger and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

### **D. Trustee Vacancy – Application, Posting, and Appointment Process**

Director Bergendorf presented to the Board of Library Trustees documents that were used when there was a prior Trustee vacancy. The Board of Library Trustees reviewed the announcement, vacancy application and interview questions. A timeline for appointing a Trustee was discussed. A motion to approve using the sample announcement, vacancy application and interview questions with updated information was made by President Dunn and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed. Director Bergendorf reported she would bring updated paperwork to the next board meeting.

## **XIII. Executive Session**

### **A. 5 ILCS 120/2/(c)21 Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of minutes or semi-annual review of the minutes as mandated by Section 2.06.**

A motion to go into Executive Session at 9:37 p.m. citing 5 ILCS 120/2/(c)21 Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of minutes or semi-annual review of the minutes as mandated by Section 2.06 was made by Trustee Winger and seconded by Trustee Matuszewski.

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

A motion to adjourn from Executive Session and return to regular session at 9:40 p.m. was made by Trustee Winger and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

**XIV. Resolution #3 2016 – Resolution Regarding Release of Closed Session Minutes**

Resolution #3 2016 – Resolution Regarding Release of Closed Session Minutes was presented to the Board of Library Trustees. A motion to approve Resolution #3 2016 – Resolution Regarding Release of Closed Session Minutes was made by Trustee Winger and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

**XV. Adjournment:** A motion to adjourn the April 18, 2016 Regular Board of Library Trustees meeting at 8:41 pm was made by Trustee Zaremba and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.