

Wood Dale Public Library District
Regular March Board Meeting Minutes
March 19, 2012
7:30 p.m.

Meeting began at 7:34 p.m.

The meeting was called to order by Vice-President Matuszewski.

I. Roll Call

Present: Dunn, Matuszewski, Norris, Stillabower, Zaremba

Absent: Sparacio, Winger

Others Present: Bergendorf

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

III. Minutes: A motion to approve the February 27, 2012 regular Board Meeting minutes was made by Trustee Zaremba and seconded by Trustee Norris. Roll Call Vote- Ayes: Matuszewski, Norris, Stillabower, Zaremba; Abstain: Dunn; Absent: Sparacio, Winger. Motion passed.

IV. Treasurer's Report - Revenue/Expenses by Fund: Treasurer Stillabower gave an overview of the Treasurer's report. Director Bergendorf discussed the different types of building and capital expenses incurred by the Library and the different funds these expenses may be charged to. A motion to approve the Treasurer's report was made by Trustee Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Stillabower, Zaremba; Absent: Sparacio, Winger. Motion passed.

V. Bill List/Cash Disbursement: Trustee Norris inquired about a few payments associated with payroll expenses and reimbursements. A motion to approve the Bill List/Cash Disbursement lists was made by Trustee Dunn and seconded by Trustee Stillabower. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Stillabower, Winger, Zaremba; Absent: Sparacio. Motion passed. *(Please note: President Winger entered the board meeting at 7:39 pm.)*

VI. Director's Report: Director Bergendorf reviewed her report with the Board. Director Bergendorf reported that summer school is at Wood Dale Junior High this year and the library will be staffing the media center there during summer school. Director Bergendorf discussed staffing needs at the Library and tentative budget plans for the upcoming fiscal year. The Board discussed having a Committee of the Whole meeting prior to the April board meeting for the Open Meetings Act training session. A motion to approve the Director's Report was made by Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed. *(Please note: Trustee Sparacio entered the meeting at 7:50 p.m.)*

VII. President's Report and Correspondence: President Winger reported on the progress of the Green Day Committee for the upcoming Green Day event. Director Bergendorf reported we received a letter from Itasca Bank & Trust Co. regarding the Shape of Wood Dale event. The letter stated that suggestions made by the CAC members would not be implemented at this business sponsored event. The Board reviewed this topic and asked for the item to be placed on the agenda for the April board meeting. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Stillabower, Winger, Zaremba. Motion passed.

VIII. Legal/Ethics Report: Trustee Matuszewski distributed a variety of newspaper articles featuring libraries and related topics. The Board discussed how e-resources are changing information access points, educational instruction, and the cost of information. Trustee Matuszewski reminded the Trustees to file their Statement of Economic Interest by the May 1 due date. Director Bergendorf reviewed a couple of legal memos from the attorney involving the type of liability insurance and meeting room policy recommendations.

IX. Continuing Business:

A. Staff In-Service: Director Bergendorf reported she discussed this item with staff and they are comfortable rescheduling the event to correspond with a day the Library is closed for maintenance/remodeling.

B. Building Facilities – Update and Review of Plans: Director Bergendorf reported we are moving forward with replacing the sprinkler heads in the Youth Services Programming room and a report on the current condition of our entire sprinkler system.

X. New Business

A. Fiscal Compliance Calendar: Director Bergendorf reported we approve this item in May and may have a tentative draft for April.

B. Budget: Director Bergendorf reported she signed off on verification of our levy numbers recently and we get tentative numbers to review after the election. Director Bergendorf reported we are going to receive a \$50,000 reimbursement credit for the parking lot project from the capital bond grant.

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

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

XI. Executive Session: No action needed.

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

XIII. Adjournment

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