

Wood Dale Public Library District  
Regular April Board Meeting Minutes  
April 20, 2015  
7:30 p.m.

Meeting began at 7:35 p.m. The meeting was called to order by President Dunn.

**I. Roll Call:**

Present: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba

Absent: Norris, Winger

Others Present: Bergendorf

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

**III. Minutes:** A motion to approve the March 16, 2015, Regular Board Meeting Minutes was made by Trustee Stillabower and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

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

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

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

**VII. President's Report:** The President reviewed several letters of donation and correspondence with the Board.

**VIII. Correspondence:** See President's Report.

**IX. Legal/Ethics Report:** Director Bergendorf thanked everyone for filing their Ethics Statement with DuPage County.

**X. Continuing Business:**

**A. Building Renovation – Visioning and Design:** Director Bergendorf stated she needs to schedule another meeting with the architect to discussion visioning and design.

**B. Intergovernmental Agreement:** The City has not made any progress on moving intergovernmental agreement discussions forward.

**C. Resource Sharing Update:** Director Bergendorf reported the MAGIC Consortia continues to focus on greater resource sharing for our patrons within the consortia. MAGIC Libraries are sharing more items with each other.

## **XI. New Business**

**A. Certificate of Status of Total Exempt Property:** A motion to sign and certify the Certificate of Status of Total Exempt Property was made by Trustee Matuszewski and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

**B. Public Library Nonresident Card Participation Program:** A motion to approve continued participation in the Public Library Nonresident Card Participation Program was made by Trustee Matuszewski and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

**C. Engagement Letters – Accountant and Auditor:** A motion to approve the Accountant Contract was made by Trustee Sparacio and seconded by President Dunn. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

A motion to approve the Auditor Engagement Letter was made by Trustee Stillabower and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

**D. Personnel Benefits: Dental Program and Vacation Policy:** A motion authorizing the change to a new dental program that provides greater benefits and reduced pricing was made by Trustee Matuszewski and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

A motion authorizing changes to our Vacation Policy upon recommendations with the attorney was made by Trustee Matuszewski and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

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

**F. Review of Executive Session Minutes – Executive Session 120/2(c)(21):** See Executive Session Below

**XII. Executive Session:** At 8:21 pm a motion to go into Executive Session for the Review of Executive Session Minutes 120/2(c)(21) was made by Trustee Matuszewski and seconded by President Dunn. Roll Call Vote – Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

At 8:23 pm a motion to exit Executive Session and return to regular session was made by Trustee Zaremba and seconded by Trustee Dunn. Roll Call Vote – Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

**XIII. Approval and Review of Executive Session Minutes:** A motion to approve the June 16, 2014 Executive Session Minutes made by Trustee Dunn and seconded by Trustee Sparacio. Roll Call Vote – Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

A motion to approve the July 21, 2014 Executive Session Minutes was made by Trustee Zaremba and seconded by Trustee Matuszewski. Roll Call Vote – Ayes: Dunn, Matuszewski, Sparacio, Stillabower; Abstain: Zaremba; Absent: Norris, Winger. Motion passed.

A motion to approve the August 11, 2014 Executive Session Minutes made by Trustee Zaremba and seconded by Trustee Stillabower. Roll Call Vote – Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

A motion to approve the November 17, 2014 Executive Session Minutes made by Trustee Zaremba and seconded by Trustee Stillabower. Roll Call Vote – Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

A motion to keep closed the Executive Session Minutes from March 8, 2004 through November 17, 2014 was made by Trustee Sparacio and seconded by Trustee Dunn. Roll Call Vote – Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.

**XIV. Adjournment:** A motion to adjourn the meeting at 8:28 p.m. was made by Trustee Zaremba and seconded by Trustee Matuszewski. Roll Call Vote – Ayes: Dunn, Matuszewski, Sparacio, Stillabower, Zaremba; Absent: Norris, Winger. Motion passed.