

Wood Dale Public Library District  
140 School Street, Wood Dale, Illinois 60191  
December Regular Board Meeting Minutes  
Board of Library Trustees of the Wood Dale Public Library District  
December 19, 2016  
7:30 p.m.

**I. Call to Order**

President Dunn called the December 19, 2016 Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on December 19, 2016 at 7:36 pm at the Library Programming Center at 140 School Street, Wood Dale, Illinois, 60191.

**II. Roll Call:**

Present: Dunn, Krebasch, Matuszewski, Sparacio, Zaremba

Absent: Norris, Winger

Others Present: Bergendorf, Klos

**III. Public Comment:** No one was present for town hall.

**IV. Secretary's Report:**

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

**V. Financial Report**

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

**B. Bill List/Cash Disbursement:** The Board reviewed the current Bill List/Cash Disbursement lists. A motion to approve the current Bill List/Cash Disbursement lists was made by Trustee Zaremba and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Sparacio, Zaremba; Absent: Norris, Winger. Motion passed.

*Please note: Trustee Norris entered the meeting at 7:44 p.m.*

**VI. Audit Report:** Director Bergendorf reported Dan Berg will be attending the January meeting to present the audit.

**VII. Director's Report:** Director Bergendorf reviewed her report with the Board. Director Bergendorf gave an update of the status of the survey project. Director Bergendorf noted the surveys were very supportive of a building addition or new building project. She noted that individuals indicated they would be willing to support a significant building addition or new building with a bond referendum. Director Bergendorf pointed out this is very relevant information for it demonstrates the tax payers are in support of a building renovation project at the very minimum using our existing funds. The Board of Library Trustees discussed with the Director additional ways to generate relevant survey data.

Director Bergendorf also reviewed the results of what patrons wanted from a library facility. She noted is challenging to fit all of the service expectations patrons want in the facility within our existing floor plan due to our building design. She discussed having a meeting with the architectural team to review and discuss the survey results and to collaboratively come up with a plan to address these patron needs and next steps. A motion to approve the Director's Report was made by President Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.

**VIII. President's Report:** President Dunn publicly thanked the Board and Staff of the Wood Dale Public Library District for the successful efforts with the Holiday Open House. It was noted that more than 300 people visited the Santa room with more than 600 individuals attending the event. President Dunn also commented on the revisions to the snack room which included child-size tables for the children to sit more comfortably. A motion to approve the President's Report was made by Trustee Krebasch and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.

**IX. Correspondence:** President Dunn distributed a thank you letter from the Wood Dale Fire Protection District thanking us for the holiday tray we shared after the Open House.

**X. Legal/Ethics Report**

- A. Legal Memos:** Director Bergendorf reported there will be a memo distributed at next month's meeting.
- B. Ethics Update:** No report.

**XI. Continuing Business**

- A. Continuing Education Report:** No report.
- B. Budget:** It was reported that 97 percent of our tax revenue has been collected.

## **XII. New Business**

### **A. Per Capita Grant Report**

Director Bergendorf reviewed and discussed the Per Capita Grant application project with the Board of Trustees. She informed the Board of Library Trustees that the Per Capita Grant application will be submitted by the January 15 due date. A motion to approve submittal of the Per Capita Grant was made by President Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.

### **B. Consolidated Election 2017**

Director Bergendorf reported that the filing time period for petitions ended on December 19. The following petitions were submitted for the three six-year term positions: Barbara E. Dunn, Jeanna Matuszewski, and Mark Winger. Nicoline “Nicci” Krebasch submitted a petition for the one four-year term position.

### **C. Wellness Program**

Director Bergendorf reported the Wellness Program offered in partnership with the Wood Dale Public Library District was up for renewal. A motion to approve the renewal of the Wellness Program was made by Trustee Sparacio and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.

## **XIII. Executive Session: No Action Needed.**

## **XIV. Adjournment**

A motion to adjourn the meeting at 8:17 p.m. was made by Trustee Zaremba and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.