

Wood Dale Public Library District
140 School Street, Wood Dale, Illinois 60191
March Regular Board Meeting Minutes
Board of Library Trustees of the Wood Dale Public Library District
March 20, 2017
7:30 p.m.

I. Call to Order

President Dunn called the March 20, 2017 Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on March 20, 2017 at 7:30 pm at the Library Programming Center at 140 School Street, Wood Dale, Illinois, 60191.

II. Roll Call:

Present: Dunn, Matuszewski, Norris, Sparacio, Winger

Absent: Krebasch, Zaremba

Others Present: Bergendorf, Eallonardo, Klos, Itasca Bank (Binneboese, Mensching)

III. Public Comment: No one gave public comment.

(Please note: Trustee Zaremba entered the meeting at 7:31 p.m.)

IV. Secretary's Report:

- A. Minutes:** The February 27, 2017 – Regular February 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 by Trustee Zaremba. A motion to approve the February 27, 2017 Regular February Board of the Library Trustees Minutes of the Wood Dale Public Library District was made by Trustee Norris and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Zaremba; Abstain: Winger; Absent: Krebasch. Motion passed.

V. Financial Report

- A. Treasurer's Report:** Revenue/Expenses by Fund: Trustee Sparacio presented the February Treasurer's Report and noted everything looks in order. A motion to approve the Treasurer's report was made by Trustee Matuszewski and seconded by Trustee Winger. Roll Call Vote- Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba; Absent: Krebasch. 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 Winger and seconded by Trustee Matuszewski. Roll Call Vote-

Ayes: Dunn, Matuszewski, Norris, Sparacio, Winger, Zaremba; Absent: Krebasch.
Motion passed.

C. Itasca Bank and Trust – Financing Options for Building Program: Mr. Mensching and Mr. Binneboese from Itasca Bank and Trust presented the Board of Library Trustees a document outlining three loan amounts (\$1million, \$1.5 million, and \$2 million) with a ten-year repayment plan. They also presented two options: withdrawing the loan amount all within the first year or establishing a line of credit for a ten-year time period with required interest only payments with final principal due by the end of the term. Mr. Mensching and Mr. Binneboese discussed the interest rate of 2.6 percent is good for 60 days.

The Board of Library Trustees discussed the loan amounts and options; wanting to make sure a sufficient amount of funds were available to complete the project as well as sufficient funds available should further capital projects emerge within a ten year time period. The Board of Library Trustees discussed with the bank officials the flexibility of establishing a \$1.5 million dollar line of credit for ten years as compared to issuing bonds. With no further business to discuss, Mr. Mensching and Mr. Binneboese from Itasca Bank and Trust exited the Board meeting at 7:46 p.m. while the Board of Trustees took a short recess. *(Please note: Trustee Krebasch entered the meeting at 7:43 p.m.)*

The Board of Library Trustees resumed their meeting at 7:51 p.m. with the following Trustees present: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba.

Director Bergendorf reviewed with the Board of Library Trustees the steps needed so the Board could establish financing. Steps include: passing a Resolution that outlines an estimate of cost and plan for the library improvement project; outlining the dollar amount to be financed and term of debt; and giving 30-day notice for a public meeting for discussion of the finance and library improvement plan. After these milestones have been met, the Board of Library Trustees can establish financing for the project.

Director Bergendorf indicated a Special Board Meeting for passing the initial Resolution would be needed in order to meet the 60 day timeline for the interest rate. The Board members discussed their availability to have an additional meeting.

VI. Director's Report: A motion to approve the written Director's Report was made by Trustee Winger and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

VII. President's Report: President Dunn reminded everyone to submit their ethics filing with DuPage County. A motion to approve the President's Report was made by Trustee Winger and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

VIII. Correspondence: President Dunn distributed a thank you letter in regards to our book collection.

IX. Legal/Ethics Report

A. Legal Memos: No Report.

B. Ethics Update: A reminder was given to complete your ethics filing. Several newspaper articles involving libraries were shared with the Board of Library Trustees. Trustee Matuszewski reminded the Trustees of the importance of their role as Public Library Trustee in the community.

X. Continuing Business

A. Building Program Update

1. Architectural Contract with StudioGC

Dan Ealleonardo reviewed with the Board of Library Trustees the existing contract with Studio GC. He noted the existing contract will need to be revised to reflect the new budget and design concept. It was also noted he is working with Rick McCarthy at StudioGC to identify previous work that can be utilized in the new design concept as well as negotiating if there will be any new design fees beyond what has been initially paid.

2. Tentative Cost Estimates for Wood Dale PLD Building Program

Dan Eallonardo reported that the new tentative cost estimate for the building program is \$4.2 million dollars. The cost includes upgrading the existing facility and an addition on the west side of the facility.

A motion to authorize the revision of the existing contract to reflect a new budget of \$4.2 million with services previously provided under the original contract was made by President Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

XI. New Business

A. Accountant Contract

Director Bergendorf reviewed the Accountant Contract (William Grigg) with the Board of Library Trustees. It was noted there had not been a price increase in three years. A motion to approve the Accountant Contract with Bill Grigg was made by Trustee Winger and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

B. Resolution #1 2017 : Resolution approving a plan and estimate of cost in connection with certain library improvements in and for the Wood Dale Public Library District, DuPage County, Illinois, and setting a meeting date at which the financing of said improvements shall be determined.

Director Bergendorf reviewed Resolution #1 2017. Director Bergendorf noted the format of this resolution is what is needed for the Board of Library Trustees to enter into a debt arrangement. This resolution will be updated to reflect a loan amount (\$1.5), timeline of

debt (ten years), and a public meeting date. This resolution will be presented at a Special Board Meeting for passage.

(Please note: Dan Eallonardo exited the meeting at 8:26 p.m.)

XII. Executive Session 5 ILCS 120/2(c)1 Personnel: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Action Not Needed.

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

A motion to go into Executive Session 5 ILCS 120/2(c)(21) Executive Session Minutes: Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 at 8:28 p.m. was made by Trustee Winger and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed

A motion to exit Executive Session and return to regular session at 8:31 pm was made by Trustee Winger and seconded by President Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

XIII. Resolution #2 2017 – Resolution Regarding Release of Executive Session Minutes

A motion to approve Resolution #2 2017 – Resolution Regarding Release of Executive Session Minutes was made by Trustee Winger and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

XIV. Adjournment

A motion to adjourn the meeting at 8:33 p.m. was made by Trustee Zaremba and seconded by President Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.