

Wood Dale Public Library District  
140 School Street, Wood Dale, Illinois 60191  
May Regular Board Meeting Minutes  
Board of Library Trustees of the Wood Dale Public Library District  
May 15, 2017  
7:30 p.m.

**I. Roll Call**

President Dunn called the May 15, 2017 Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on May 15, 2017 at 7:30 pm at the Library Programming Center at 140 School Street, Wood Dale, Illinois, 60191.

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

Absent: None.

Others Present: Bergendorf, Klos, Rick McCarthy

**II. Town Hall:** No one was present to provide public comments.

**III. Acceptance of DuPage County Board of Election Canvassing Results**

The official canvassing results from the DuPage County Board of Election were reviewed by the Board of Library Trustees. A motion to accept the DuPage County Board of Election Canvassing Results was made by Trustee Norris and Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

**IV. Oath of Office: Trustee Dunn, Trustee Krebasch, Trustee Matuszewski, Trustee Winger**

Director Bergendorf, an official Notary Public, administered the Oath of Office for Trustee Dunn, Trustee Krebasch, Trustee Matuszewski, and Trustee Winger. Congratulations were extended to the Trustees.

**V. Election of Board Officers: President, Vice-President, Secretary, Treasurer**

President: President Dunn called for nominations from the floor for President. A motion to nominate Trustee Winger as President was made by Trustee Winger and seconded by Trustee Norris. Roll Call Vote- Ayes: Matuszewski, Norris, Sparacio, Winger, Zaremba; Nays: Dunn; Abstain: Krebasch. Motion passed.

Vice-President: A motion to nominate Trustee Matuszewski as Vice President was made by Trustee Dunn. Trustee Matuszewski declined the nomination. With no second for the motion, the motion died.

A motion to nominate Trustee Norris as Vice President was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

Secretary: A motion to nominate Trustee Zaremba as Secretary was made by Trustee Dunn and seconded by President Winger. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

Treasurer: A motion to nominate Trustee Krebasch as Treasurer was made by Trustee Norris and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

## **VI. Minutes: April 17, 2017 – Regular April Board of Library Trustees Meeting**

Trustee Zaremba presented the April 17, 2017 – 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 April 17, 2017 – Regular Board Meeting of the Board of Library Trustees Minutes was made by Trustee Matuszewski and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Sparacio, Zaremba; Abstain: Norris, Winger. Motion passed.

## **VII. 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 Norris and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, 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 Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

## **VIII. Architect Presentation:**

### **A. Designs**

Architect Rick McCarthy presented a back view of the library building addition to the Board of Library Trustees. The back view showed a library design that captures light through the use of windows along the back wall. An exterior overhang feature was shown over the door exit to provide protection from the outdoor elements. An outdoor space for programming was also designed. Overall reaction to the design was positive with the Board of Library Trustees stressing that internal operations of the rooms should take precedence in the development of the exterior building lines.

### **B. Timeline**

Architect Rick McCarthy said he has a tentative building project timeline that is currently being reviewed by another project architect.

### **C. Update**

Architect Rick McCarthy stated they have had very positive feedback with the City of Wood Dale regarding this project and meetings will continue as the project is developed.

A motion to take a short break at 8:18 p.m. was made by President Winger and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

Please note: Architect Rick McCarthy exited the meeting at 8:18 p.m. The meeting resumed at 8:28 p.m. with the following Trustees present: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba.

### **IX. Director's Report**

Director Bergendorf reviewed her report with the Board of Library Trustees. She discussed the statistics from the auto-renewal program and the development status of Blue Cloud products by Sirsi/Dynix. A motion to approve the Director's Report was made by Trustee Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

### **X. President's Report**

President Winger thanked Trustee Dunn for her service as Board President. A motion to approve the President's Report was made by Trustee Norris and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

**XI. Correspondence and Communications:** An invitation to participate in the City Comprehensive planning process was distributed to the Board of Trustees. Director Bergendorf also reviewed the Prairie Fest sponsorship opportunities. The Board of Trustees agreed to donate a library basket to assist with the VFW Prairie Fest activities.

### **XII. Legal/Ethics report**

- A. Legal Memos** – Director Bergendorf distributed a tax objections report from the law firm Robbin Schwartz.
- B. Ethics Update** – Nothing to report.

**XIII. Continuing Business:** No action needed.

### **XIV. New Business**

#### **A. Report from Public Meeting held on Monday, May 15 at 7:15 pm**

A report from the Public Meeting held on Monday, May 15 at 7:15 pm was reviewed. It was noted that no one was in attendance to present testimony. At the meeting the Board

of Library Trustees reviewed Resolution #3 2017 – a plan and estimate of cost in connection with Library improvements; the library improvement plan; the tentative costs for the project; and the finance plan.

**B. Resolution #5 2017 – Resolution Determining the Financing of Improvements for the Wood Dale Public Library District, DuPage County, Illinois**

Trustee Norris publicly recited Resolution #5 2017 – Resolution Determining the Financing of Improvements for the Wood Dale Public Library District, DuPage County, Illinois at the Board of Library Trustees meeting. A motion to approve Resolution #5 2017 – Resolution Determining the Financing of Improvements for the Wood Dale Public Library District, DuPage County, Illinois was made by Trustee Norris and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

**C. Architect Contract Addendum**

The architect contract addendum was reviewed with the Board of Library Trustees. A motion to approve the architect contract addendum with StudioGC with a revised construction project cost of \$4,000,000 was made by Trustee Norris and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

**D. Letter of Engagement from Chapman and Cutler**

A letter of engagement for bond counsel from Chapman and Cutler was presented to the Board of Library Trustees. It was noted the billing for bond counsel is based upon transactional fees. A motion to accept the letter of engagement from Chapman and Cutler was made by President Winger and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

**E. Fiscal Compliance Calendar**

The Fiscal Compliance Calendar was presented to the Board of Library Trustees. Director Bergendorf noted this item was being reviewed by the library attorney. A motion to approve the Fiscal Compliance Calendar contingent upon attorney review was made by Trustee Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

**XV. Executive Session:** No action needed.

**XVI. Adjournment:** A motion to adjourn the May 15, 2017 Regular Board of Library Trustees meeting at 9:03 pm was made by Trustee Zaremba and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.