

Wood Dale Public Library District
140 School Street, Wood Dale, Illinois 60191
June Regular Board Meeting Minutes
Board of Library Trustees of the Wood Dale Public Library District
June 19, 2017
7:30 p.m.

I. Call to Order

President Winger called the June 19, 2017 Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on June 19, 2017 at 7:30 pm at the Library Programming Center at 140 School Street, Wood Dale, Illinois, 60191.

II. Roll Call

Present: Dunn, Krebasch, Norris, Winger, Zaremba

Absent: Matuszewski, Sparacio

Others Present: Bergendorf, Klos, Shimanek

III. Town Hall: Dave Shimanek presented public testimony addressing storm water concerns regarding property development north of Florina Court.

IV. Secretary's Report

A. Minutes: May 15, 2017 – Public Meeting Minutes Trustee Zaremba presented the May 15, 2017 – Public Meeting Minutes to the Board of Library Trustees of the Wood Dale Public Library District for approval. A motion to approve the May 15, 2017 Public Meeting Minutes was made by Trustee Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed.

B. Minutes: May 15, 2017 – Regular May Board of Library Trustees Meeting Minutes Trustee Zaremba presented the May 15, 2017 – Regular May Board of Library Trustees Meeting Minutes to the Board of Library Trustees of the Wood Dale Public Library District for approval. A motion to approve the May 15, 2017 – Regular May Board of Library Trustees Meeting Minutes was made by Trustee Dunn and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed.

V. Financial Report

A. Treasurer's Report: Revenue/Expenses by Fund/Investment Report

Trustee Krebasch presented the Treasurer's Report to the Board of Library Trustees. A motion to approve the Treasurer's Report was made by Trustee Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed.

B. Bill List/Cash Disbursements

Trustee Krebasch presented the Bill List/Cash Disbursements to the Board. A motion to approve the Bill List/Cash Disbursements was made by Trustee Zaremba and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed.

VI. Director's Report

Director Bergendorf reviewed her report with the Board of Library Trustees. A motion to approve the Director's Report was made by Trustee Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed.

VII. President's Report: No report.

VIII. Correspondence and Communications: No report.

IX. Legal/Ethics report

A. Legal Memos – Nothing to distribute.

B. Ethics Update – Nothing to report.

X. Continuing Business

A. Budget

Director Bergendorf presented two years of working budget data. Director Bergendorf requested a recess in order to retrieve additional budget paperwork. A motion to take a five-minute recess at 7:47 p.m. was made by Trustee Norris and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed. The meeting resumed at 7:53 p.m. with the following Trustees present: Dunn, Krebasch, Norris, Winger, Zaremba.

Director Bergendorf presented the FY2018 Working Budget to the Board of Library Trustees. The budget reflects an estimated tax revenue income of 2,353,809. Budgetary expenses, excluding capital reserve fund expenditures is 2,335,553. Director Bergendorf reported there is flexibility in the working budget to make modifications pending the review of year-end financial statements. A motion to approve the FY2018 working budget was made by Trustee Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed.

B. Fiscal Compliance Calendar

The fiscal compliance calendar as presented and passed at the May board meeting was reviewed by the Board of Library Trustees.

XI. New Business

A. Ordinance #1 2017 Prevailing Wage Ordinance

Trustee Norris presented Ordinance #1 2017 – the Prevailing Wage Ordinance. A motion to approve Ordinance #1 2017 an Ordinance of the Wood Dale Public Library District, DuPage County, Illinois, ascertaining the prevailing rate of wages for laborers, workers, and mechanics employed on public works of said district, was made by Trustee Norris and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed.

B. Ordinance #2 2017 Establishing Meeting Dates Ordinance

Trustee Norris presented and recited Ordinance #2 2017 Establishing Meeting Dates Ordinance. This Ordinance establishes that the regular board meeting of the Board of Library Trustees is on the third Monday of each and every month at 7:30 p.m. in the Library Programming Center at 140 School Street. A motion was made by Trustee Norris and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed.

C. Ordinance #3 2017 Amendment to the Budget and Appropriation Ordinance #7 2016

Director Bergendorf presented Ordinance #3 2017 Amendment to the Budget and Appropriation Ordinance #7 2016 to the Board of Library Trustees. She explained this Ordinance amends the following budget line items: Building Facilities, Sites, and Grounds (including bookmobile operation and Maintenance) and Transfer to Special Reserve Fund from General Fund. A motion to approve Ordinance #3 2017 Amendment to the Budget and Appropriation Ordinance #7 2016 was made by Trustee Krebasch and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed.

D. Ordinance #4 2017 An Ordinance Transferring Funds to the Special Reserve Fund

Trustee Krebasch presented Ordinance #4 2017 An Ordinance Transferring Funds to the Special Reserve Fund. The Ordinance outlines transferring \$400,000 from the General Reserve Fund to the Library's Special Reserve Fund. A motion to approve Ordinance #4 2017 An Ordinance Transferring Funds to the Special Reserve Fund was made by Trustee Krebasch and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed.

E. Ordinance #5 2017 An Ordinance Authorizing and Providing for an Installment Purchase Agreement for the purpose paying the cost of certain library improvements, authorizing and providing for the issue of a not to exceed \$1,500,000 Debt Certificate evidencing the rights to payment under the Agreement, and authorizing the sale of the Debt Certificate to Itasca Bank and Trust Company.

The President and Library Board Members of the Wood Dale Public Library District reviewed the proposal from Itasca Bank & Trust Company, Itasca, Illinois for the purchase of the District's Debt Certificate, Series 2017, the proceeds of which will be used to finance certain library improvements. Library Trustee Krebasch presented, read by title, and made a motion to approve Ordinance #5 2017 An Ordinance of the Wood Dale Public Library District, DuPage County, Illinois, authorizing and providing for an Installment Purchase Agreement for the purpose paying the cost of certain library improvements, in and for said Library District and authorizing and providing for the issue of a not to exceed \$1,500,000 Debt Certificate, Series 2017, evidencing the rights to payment under the Agreement, prescribing the details of the Agreement and Certificate, and providing for the security for and means of payment under the Agreement of the Certificate and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed.

F. Electronic Content Consortium Intergovernmental Agreement

Director Bergendorf presented the Electronic Content Consortium Intergovernmental Agreement which formalized the cooperative electronic purchasing program in which Wood Dale Public Library District participates. A motion to approve the Electronic Content Consortium Intergovernmental Library Agreement was made by President Winger and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed.

G. Annual Report Activities – Audit of Records

Director Bergendorf informed the Board she needed two library trustees to complete the annual audit of the Library records. It was suggested that Trustee Norris and Trustee Matuszewski could work together on this project since they audited the records last year and are familiar with the process.

XII. Executive Session : No action needed.

XIII. Adjournment: A motion to adjourn the June 19, 2017 Regular Board of Library Trustees meeting at 8:22 pm was made by Trustee Zaremba and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Winger, Zaremba; Absent: Matuszewski, Sparacio. Motion passed.