

Wood Dale Public Library District  
140 School Street, Wood Dale, Illinois 60191  
October Regular Board Meeting Minutes  
Board of Library Trustees of the Wood Dale Public Library District  
October 16, 2017  
7:30 p.m.

**I. Call to Order**

President Winger called the October 16, 2017 Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on October 16, 2017 at 7:33 pm at the Library Programming Center at 140 School Street, Wood Dale, Illinois, 60191.

**II. Roll Call:**

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

Absent: Sparacio

Others Present: Bergendorf, Eallonardo, Klos

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

**IV. Minutes:** : The September 18, 2017 – Public Hearing Budget and Appropriation Ordinance Meeting Minutes were presented to the Board of Library Trustees of the Wood Dale Public Library District for approval. A motion to approve the September 18, 2017 – Public Hearing Budget and Appropriation Ordinance Meeting Minutes of the Wood Dale Public Library District was made by Trustee Dunn and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.

The September 18, 2017 – Regular September 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 September 18, 2017 Regular September Board of Library Trustees Minutes of the Wood Dale Public Library District as amended was made by Trustee Norris and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.

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

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

**VII. Director's Report:** Director Bergendorf reviewed her report with the Board. She discussed the award of the Next Generation grant of \$15,111 from the State of Illinois. Director Bergendorf discussed the plans to upgrade the fax/copier system to accept credit cards and the recommendation to establish a second bank account for those transactions. 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, Winger, Zaremba; Absent: Sparacio. Motion passed.

**VIII. President's Report:** President Winger reported he is confirmed for speaking at the Shape of Wood Dale meeting on November 8 at 7 p.m. He reported he attended the Illinois Library Association Conference and participated in the librarian track programming.

**VIX. Correspondence:** Director Bergendorf reported on correspondence received from the Illinois Department of Revenue in regards to personal property replacement tax calculations.

*Please note: Trustee Sparacio entered the meeting at 7:37 p.m. during the Director Report.*

#### **X. Legal/Ethics Report**

- A. Legal Memos:** Trustee Matuszewski reminded everyone to complete the fraud survey and return it to the auditor as soon as possible. Director Bergendorf reported the audit went well. Director Bergendorf reviewed a legal memo from the attorney which outlined several law changes.

#### **XI. Continuing Business**

##### **A. Building Program Update**

Director Bergendorf reported the staff adjusted the desired Youth Services Programming room capacity requirement to be able to sit two classroom comfortably for story time (60 children) and to accommodate up to 50 children seated at the craft tables. She reported display space reductions were discussed for juvenile nonfiction, adult nonfiction, and juvenile easy reader. Dan Eallonardo reported that the architectural team did a revised floor plan with these changes and the project costs are still not meeting our budgetary expectations. He noted that each design modification has brought fluctuations in estimated costs that are inconsistent. To address this issue, the architect is bringing in additional experts to work on the budget estimations due to the complexity of this project. We hope to have more information before the next meeting.

A motion to take a five-minute break at 8:25 p.m. was made by Trustee Norris and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

*Please note: Dan Eallonardo exited the meeting at 8:25 p.m.*

The meeting resumed at 8:31 p.m. with the following Trustees present: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba.

## **XII. New Business**

### **A. Resolution to Determine Estimate of Funds Needed for 2017-2018 Fiscal Year**

Trustee Norris presented the Resolution to Determine Estimate of Funds Needed for 2017 – 2018 Fiscal Year to the Board of Library Trustees. A motion to approve the Resolution to Determine Estimate of Funds Needed for 2017 – 2018 Fiscal Year was made by Trustee Norris and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

**XIII. Executive Session:** No action was needed.

## **XIV. Adjournment**

A motion to adjourn the meeting at 8:34 p.m. was made by Trustee Zaremba and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.