

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 19, 2018
7:30 p.m.

I. Call to Order

President Winger called the March 19, 2018 Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on March 19, 2018 at 7:30 pm at the Library Programming Center at 140 School Street, Wood Dale, Illinois, 60191.

II. Roll Call:

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

Absent: Zaremba

Others Present: Bergendorf, Klos

III. Public Comments: There were no public comments.

IV. Secretary's Report - Minutes: The February 26, 2018 – Regular February Board Meeting of the 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 February 26, 2018 Regular February Board of Library Trustees Minutes of the Wood Dale Public Library District was made by Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger; Absent: Zaremba. Motion passed.

V. Financial Report

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

B. 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 Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger; Absent: Zaremba. Motion passed.

VI. Director's Report: Director Bergendorf reviewed her report with the Board and discussed the continued programming challenges with the teens on early dismissal day and the recent plumbing challenges. A motion to approve the Director's Report was made by Trustee Dunn and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger; Absent: Zaremba. Motion passed.

VII. President's Report: No report.

VIII. Correspondence and Communications: A thank you letter from the Bensenville Rotary Club regarding our coat drive participation was reviewed by the Board of Library Trustees. Also, a patron email regarding the airflow in the large meeting room was discussed. Director Bergendorf conveyed to the patron this issue is known by the Board of Library Trustees and addressing this issue requires capital investment.

IX. Legal/Ethics Report

A. Legal Memos: No report.

B. Ethics Update: Trustee Matuszewski noted the Ethics Statements from DuPage County should be filed by the deadline of May 1.

X. Continuing Business

A. Building Program Update: Director Bergendorf reported we had a meeting with the architect team. She discussed the recent Friday meeting which reviewed the visual merchandising goals of the building project. Director Bergendorf solicited the input from the Board of Trustees to discuss visual layout of resources desired. The Board discussed creating learning spaces and having materials presented in a book store style format.

Director Bergendorf took the Board of Trustees on a collection tour, identifying collections and their circulation rates. It was noted what type of material is circulating and areas of high circulation rates in the Library. Director Bergendorf discussed the Library is running circulation tests to gauge the effectiveness of how material is labeled and displayed.

XI. New Business

A. Fiscal Compliance Calendar: The Board of Library Trustees reviewed the Fiscal Compliance Calendar and discussed potential modifications to the schedule to accommodate legal requirements.

XII. Executive Session: Not needed.

XIII. Adjournment

A motion to adjourn the meeting at 8:38 p.m. was made by Trustee Dunn and seconded by Trustee Matuszewski Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger; Absent: Zaremba. Motion passed.