

Wood Dale Public Library District
140 School Street, Wood Dale, Illinois 60191
January Regular Board Meeting Minutes
Board of Library Trustees of the Wood Dale Public Library District
January 27, 2020
7:30 p.m.

I. Call to Order

President Norris called the January 27, 2020 Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on January 27, 2020 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, Zaremba
Others Present: Eallonardo, Klos

III. Public Comments/Town Hall: There were no public comments.

IV. Secretary's Report - Minutes:

- A.** The December 16, 2019 – Regular December 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 December 16, 2019 Regular December Board of Library Trustees Meeting Minutes of the Wood Dale Public Library District with the terminology changed to Acting Director rather than Interim Director was made by Trustee Krebasch and seconded by Trustee Matuszewski. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Abstain: Sparacio. Motion passed.

V. Financial Report

- A. Treasurer's Report - Revenue/Expenses by Fund/Investment Report:** Trustee Krebasch presented the Treasurer's Report. A motion to approve the Treasurer's report was made by Trustee Winger and seconded by Trustee Matuszewski. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.
- B. Bill List/Cash Disbursement:** The Board reviewed the Bill List/Cash Disbursement lists. The bills noted were to Chase for the library's Survey Monkey subscription and a void check to Wood Dale School District. Acting Director Klos mentioned that due to how late the regular board meeting is this and next month, more invoices have to be paid between board meetings to avoid being late. A motion to approve the Bill List/Cash Disbursement lists was made by Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

VI. Continuing Business

A. Building Program Update:

- 1. Timeline:** Dan Eallonardo updated the Board on the progress of the building program and reviewed the upcoming timeline. He reported that the project is out to bid and that the pre-bid meeting is scheduled for January 30, at 2 p.m. There will be time to make changes by addendum before February 20, when the bids are due and opened. After the bids are in, he will evaluate them, check the references of contractors, and have a scope meeting with the contractors, before making a recommendation to the Board. After the contract is awarded and someone is authorized to sign it, there will be a month long period, including a review of the contract.
- 2. Budget Estimate:** Dan Eallonardo reviewed the updated cost estimate of the project with the Board of Trustees. New items added to the budget include the new sanitary line inside the building to replace an inadequate line leading away from the new public bathrooms and other changes and additions to the project. Dan Eallonardo said that the true price of the project will not be known exactly until the bids come in. Later, Acting Director Klos reviewed the updated budget estimate for the building project with the Board.

Please note: Dan Eallonardo exited the meeting at 7:56 p.m.

VII. Director's Report: Acting Director Klos presented the Director's Report and asked if there were any questions. In addition, she mentioned that the Library's mobile app is now live and will be announced in the March/April community newsletter. Acting Director Klos also surveyed the Board member's availability for a special meeting in early March to award the building contract. It was determined that Monday, March 9 is the date when all trustees would be available for the special meeting. A motion to approve the Director's Report was made by President Norris and seconded by Trustee Sparacio. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

VIII. President's Report: No items to report.

IV. Correspondence and Communications: Invitations to the Wood Dale Charity Gala on March 7, 2020 were distributed to the Board.

X. Legal/Ethics Report

- A. Legal Memos:** Acting Director Klos distributed legal memos regarding new laws for 2020 regarding cannabis, sexual harassment mandatory training, and the equitable restroom act. She also distributed the Property Tax Relief Tax Force draft recommendations.
- B. Ethics Update:** Acting Director Klos reported that names were submitted to DuPage County for the annual ethics filing.

XI. New Business

- A. Ordinance #1 2020 – Ordinance Adopting a Policy Prohibiting Harassment, Discrimination, and Retaliation:** President Norris recited the ordinance adopting the policy which now includes a procedure for officials to report sexual harassment claims against other officials. A motion to adopt the Ordinance #1 2020 – Ordinance Adopting a Policy Prohibiting, Harassment, Discrimination, and Retaliation was made by President Norris and seconded by Trustee Krebasch. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.
- B. Notice of Availability of Audit Report:** A motion to approve the Notice of Availability of Audit Report for Fiscal Year 2019 was made by President Norris and seconded by Trustee Sparacio. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

XII. Executive Session:

- A. 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:

A motion to go into Executive Session at 8:21 p.m. citing 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 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 at 8:41 p.m. was made Trustee Winger and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

XIII. Adjournment

A motion to adjourn the meeting at 8:42 pm was made by Trustee Zaremba and seconded by President Norris. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.