

Wood Dale Public Library District
140 School Street, Wood Dale, Illinois 60191
February Regular Board Meeting Minutes
Board of Library Trustees of the Wood Dale Public Library District
February 24, 2020
7:30 p.m.

I. Call to Order

President Norris called the February 24, 2020 Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on February 24, 2020 at 7:32 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: Klos

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

IV. Secretary's Report - Minutes:

- A. The January 27, 2020 – Regular January 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 January 27, 2020 Regular January Board of Library Trustees Meeting Minutes of the Wood Dale Public Library District was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.
- B. The February 12, 2020 – Special 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 12, 2020 Special Board of Library Trustees Meeting Minutes of the Wood Dale Public Library District was made by Trustee Krebasch and seconded by Trustee Matuszewski. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: 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 Matuszewski and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.
- B. **Bill List/Cash Disbursement:** The Board reviewed the Bill List/Cash Disbursement lists. The bills noted were that the payment to D&M Construction was for the replacement of the Programming Center doors and the repair of the Library front doors. 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, Winger, Zaremba; Absent: Sparacio. Motion passed.

VI. Director's Report: Acting Director Klos presented the Director's Report, highlighting a meeting with Itasca Bank representatives and the Library's Community Garden project. A motion to approve the Director's Report was made by Trustee Dunn and seconded by Trustee Krebasch. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.

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

VIII. Correspondence and Communications: The Board correspondence included a mailing from the State Library regarding Board vacancy reporting requirements and the ILA Reporter publication.

IX. Legal/Ethics Report

A. Legal Memos: A memo regarding the Joint Purchasing Act was distributed to the Board.

B. Ethics Update: No items to reports.

X. Continuing Business

A. Building Program Update: Acting Director Klos reported that the City of Wood Dale has approved the final plans submitted for review. The pre-bid meeting with contractors was well attended by estimators, and contractors are visiting the library to become more familiar with the scope of the project. The bid opening date was moved from February 20, 2020 to February 27, 2020 due to a significant addendum needed to be added to the bidding documents. There are five addenda addressing additional changes to the project and clarification of items. Alternate 7 was added to the project to provide another option for improvement of the existing ceiling in the main library. March 9 is still a tentative date for a special Board Meeting to award the contract.

XI. New Business

A. Resolution #1 2020 – Northern Illinois Municipal Electric Collaborative (NIMEC) Participation: Trustee Krebasch recited Resolution #1 2020 – Northern Illinois Municipal Electric Collaborative (NIMEC) Participation, authorizing the Library Director or Assistant Director to approve a contract with the lowest cost electricity provider for a period up to 36 months. A motion to approve Resolution #1 2020 - Northern Illinois Municipal Electric Collaborative (NIMEC) Participation was made by Trustee Krebasch and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.

B. Policy Committee: The Board discussed the need for a policy committee to review the personnel policies. A review of personnel policies will be done at subsequent regular meetings of the Board of Library Trustees.

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.

- B. 5 ILCS 120/2(c)(21):** Discussion of minutes of meetings lawfully closed under [OMA], whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

A motion to go into Executive Session at 8:00 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 and 5 ILCS 120/2(c)(21): Discussion of minutes of meetings lawfully closed under [OMA], whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 was made by Trustee Winger and seconded by Trustee Matuszewski. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.

A motion to exit Executive Session at 8:12 p.m. was made Trustee Dunn and seconded by Trustee Krebasch. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.

There were no Executive Session Minutes made to be open at this time. A motion to approve and keep closed the executive session meeting minutes from August 5, 2019, December 16, 2019, January 27, 2020, and February 12, 2020 was made by Trustee Zaremba and Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.

XIII. Adjournment

A motion to adjourn the meeting at 8:13 pm was made by Trustee Zaremba and seconded by Trustee Krebasch. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.