

Wood Dale Public Library District
520 North Wood Dale Road, Wood Dale, Illinois 60191
Board of Library Trustees Special Meeting Minutes
Board of Library Trustees of the Wood Dale Public Library District
June 29, 2020
7:30 p.m.

I. Call to Order

President Norris called the June 29, 2020 Special Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on June 29, 2020 at 7:30 pm.

II. Roll Call:

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

Absent: Sparacio

Others Present: Bergendorf, Eallonardo, Klos

III. Public Comments: There was no one present for public comments.

IV. Secretary's Report - Minutes: The June 15, 2020 Regular 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 June 15, 2020 - Regular June Board of Library Trustees Minutes of the Wood Dale Public Library District was made by Trustee Zaremba and seconded by Trustee Dunn with the following spelling correction from Charge Order to Change Order. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Zaremba; Abstain: Winger; Absent: Sparacio. Motion passed.

V. Financial Report

A. Bill List/Cash Disbursement: The Board reviewed the Bill List/Cash Disbursement lists. Trustee Krebasch inquired about the coordinated bulk paper purchase from Wood Dale School District #7, the payment to StudioGC and the deductible of \$1,000 for Belford which was for the flooding in the ductwork during the high amount of rain received the prior month. 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, Winger, Zaremba; Absent: Sparacio. Motion passed.

VI. Continuing Business

A. Building Program Update

Dan Eallonardo presented plans about the fence installation. He indicated the fence is 6" within the library property. The chain link fence on the neighboring property just south of the Library is less than one foot on our property; around 4 inches in one side. He asked if we should adjust our fence to accommodate the existing fence and area. The Board asked several questions. Could we do a revision in height from 8 feet to 6 feet? He replied eight feet is already in the bid and lowering it is not a significant cost reduction. There was a discussion about the maintenance of

the 6 inch area between the fence and the property line that the library would be responsible for. He reported the architect put it at 6 inches for it was the closest that the architect could get it to the property line, The PUD has been approved as for the location of the fence.

Trustee Norris asked about the location of the fence on the west side of the property. She stated six inches is not enough room to maintain a fence. Trustee Dunn said historically the Library has asked the neighbors to move their items off library property.

Dan Eallonardo said a decision has to be made soon about the fence. He said a suggestion would be to tie into the neighbor fence and the 6 inches would be maintained by the neighbor. If we moved it 3 feet off the property line we would need gates.

Trustee Norris said she likes the option of tying into the neighbor fence and does not want a three feet area to maintain. She suggested finding out what the neighbors are willing to do and what is allowed under the PUD. Trustee Winger stated if we put down gravel in between the two fences less maintenance would be required.

Most everyone was in agreement that doing a fence was preferable. Trustee Krebasch stated she would rather see vegetation than the fence. Dan Eallonardo stated a portion of the fence by the retaining wall is required due to safety. If the neighbor was not in agreement then we could consider moving the fence closer to Library property. Even if they were agreeable, the fence would most likely need to be six inches on our property due to the PUD.

Director Bergendorf reported the City would allow for us to lower the fence to 6 feet from 8 feet. Trustee Matuszewski stated the costs are in the budget and inquired how long will it take to contact the neighbors. She stated she would rather see the fence up. Trustee Winger inquired if the neighbors would cooperate.

Trustee Krebasch inquired about how much vegetation is being removed. Dan Eallonardo reported anything in the way of the fence will need to come out. It is not planted vegetation.

Trustee Norris made a motion with Trustee Krebasch seconding for Director Bergendorf to reach out to the neighbors regarding the fence. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.

The next step would be sending a certified letter if the Director is unable to make contact with the neighbors. It was reported the south line fence will be 2 to 3 feet from the curb. Trustee Zaremba inquired if people would back into the fence.

Issues Log: Dan Eallonardo reviewed the issues log. Trustee Winger noted a correction amount. Dan Eallonardo reported the wrong shingles were installed; they were algae instead of impact resistant shingles. The correct shingles will not be available until August so we are looking at another vendor. The color needs to be approved. Dan Eallonardo reported impact resistant shingles are preferable. He reported there were a few leaks when the roofing was being done. As for the light fixtures, we are still waiting on color samples.

Please note: Dan Eallonardo left the meeting at 8:17 p.m.

VII. Director's Report

Director Bergendorf reported the debt certificate will be ready for the July meeting. We received a letter awarding us a per capita grant but funding may be delayed. We received a \$2,000 training grant from the Public Library Association. We are looking at opening the Library the second week of July. We are ordering personal protection equipment, looking at a grab and go model, and still determining hours. When looking at other Libraries there is a variety of hours and services being offered and questions about sanitation and cleaning computers. The Board agreed it would be appropriate to offer some free copies.

Director Bergendorf reported RAILS delivery service started back today with interlibrary loan starting on July 7 for us. She advised the Board of Library Trustees some Libraries are starting interlibrary loan in July, August, or September. Director Bergendorf reported we continue to do curbside hours but the demand is not high. Director Bergendorf discussed the upcoming 4th of July holiday. She inquired it could be a floating holiday or the Library could close July 3. A motion to approve closing the Library on July 3 was made by President Norris and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Zaremba; Absent: Sparacio; Abstain: Winger. Motion passed.

VIII. New Business

A. Ordinance #4 2020 Wood Dale Public Library District Amendment to the Budget and Appropriation Ordinance #7 2019

President Norris recited Ordinance #4 2020 Wood Dale Public Library District Amendment to the Budget and Appropriation Ordinance #7 2019 and made a motion to approve with a second by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.

B. Ordinance #5 2020 An Ordinance Transferring Funds to the Special Reserve Fund

President Norris recited Ordinance #5 2020 An Ordinance Transferring Funds to the Special Reserve Fund and made a motion to approve with a second by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.

IX. Executive Session

A motion to go into Executive Session at 8:29 p.m. pursuant to Section 120/2(c)(5) the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired was made by President Norris and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.

A motion to exit Executive Session at 8:33 pm was made by President Norris and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.

X. Adjournment: A motion to adjourn the meeting at 8:33 p.m. was made by Trustee Winger and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed