

Wood Dale Public Library District  
520 North Wood Dale Road, Wood Dale, Illinois 60191  
July Regular Board Meeting Minutes  
Board of Library Trustees of the Wood Dale Public Library District  
July 20, 2020  
7:30 p.m.

**I. Call to Order**

President Norris called the July 20, 2020 Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on July 20, 2020 at 7:30 pm at the Main Library at 520 North Wood Dale Road, Wood Dale, IL 60191.

Present: Dunn, Krebasch, Norris, Winger, Zaremba  
Absent: Matuszewski, Sparacio  
Others Present: Bergendorf, Eallonardo, Klos, Mueller

**II. Town Hall:** No one was present to provide public comments. No public comments had been submitted.

*Please note: Trustee Sparacio entered the meeting at 7:32 p.m.*

**III. Secretary's Report**

**A. Minutes: June 29, 2020 – Special June Board of Library Trustees Meeting Minutes**

Trustee Zaremba presented the June 29, 2020 – Special June Board of Library Trustees Meeting Minutes to the Board of Library Trustees of the Wood Dale Public Library District for approval. A motion to approve the Special June Board of Library Trustees Meeting minutes with the amendment of Winger present was made by Trustee Dunn and seconded by Trustee Zaremba. Vote- Ayes: Dunn, Krebasch, Norris, Sparacio, Winger, Zaremba; Absent: Matuszewski. Motion passed.

**IV. Financial Report**

**A. Treasurer's Report: Revenue/Expenses by Fund/Investment Report**

Trustee Krebasch presented the Treasurer's Report to the Board of Library Trustees. A motion to approve the Treasurer's Report was made by Trustee Dunn and seconded by Trustee Winger. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Sparacio, Winger, Zaremba; Absent: Matuszewski. Motion passed.

**B. Bill List/Cash Disbursements**

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

*Please note: Trustee Dunn left the meeting at 7:35 pm but returned for the vote at 7:36 p.m.*

## **V. Director's Report**

Director Bergendorf asked if there were any questions about her report. She reported the Library is open from 10 am to 8 pm Monday – Thursday and 10 am to 4 pm on Friday and Saturday. Traffic is slow with 50 people or less. Trustee Krebsch inquired about emergency pay. Director Bergendorf reported we have reduced emergency pay with people either working from home or in the facility.

A motion to approve the Director's Report was made by Trustee Krebsch and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Krebsch, Norris, Sparacio, Winger, Zaremba; Absent: Matuszewski. Motion passed.

**VI. President's Report:** No report.

**VII. Correspondence and Communications:** No report.

## **VIII. Legal/Ethics report**

**A. Legal Memos** – Nothing to report.

**B. Ethics Update** – Nothing to report.

## **IX. Continuing Business**

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

Dan Eallonardo reported there is no update to the schedule. As for the issues log, these issues are being tracked and will be brought to the Board as needed. Tonight there are three authorizations for the board meeting. There have been no adjustments in contract summary since Change Order 1. There has been no change in the Owner's Contingency. The Contingency Allowance are changes reflected in tonight's allowances for approval. The Changes in allowance does not allow for bond fees. There has been no change to the testing and allowance and eight percent of the contract has been paid for. The roofing work and masonry work is happening at this time. Dan Eallonardo will get more information regarding overhead and profit in allowances for the next board meeting.

Dan Eallonardo reviewed descriptions of the authorizations to spend allowances in Allowance 1, 2, and 3. Dan Eallonardo then reviewed the fence discussions with the Board of Library Trustees. The owner of the property to the west has accepted the solution of tying in their fence to the Library fence. The owner prefers the fence to be a lower six feet high. The owner has agreed if notified beforehand to allow maintenance of the fence from their property. The owner wants the Library to pay for removing their portion of their fence and would like to work with a fence contractor for potential additional fencing on their property.

Trustee Zaremba asked if we could get an agreement in writing and Dan Eallonardo agreed a written agreement is advisable.

Dan Eallonardo reported the neighbor to the south does not want a fence and they feel they were not properly notified of the fence going in. Mr. Eallonardo understands the Library did everything needed to get a variance from the city for the fence. A discussion about the hedges between the two properties ensued. The neighbors feel the hedges contribute to water issues on their property. Dan Eallonardo reported the Board needs to provide direction: a) install as in drawings; b) modifications to fence (height and location); and c) examine the drainage issue in front of the Library.

Director Bergendorf reported the City of Wood Dale requires screening between the parking lot and neighboring property per the PUD but needs to speak to Mr. Cage at the City of Wood Dale for specifics.

President Norris who also attended the meeting with the neighbors along with Dan Eallonardo and the Director, also reported on the discussions, adding that the neighbor was made aware that a portion of their fence is on library property.

Trustee Krebsch asked if we are removing the total greenery and the impact on the fence. Dan Eallonardo said the contractor is responsible for removing or putting back vegetation to install the fence. The fence will not affect drainage for it will be raised. The Board discussed vegetation, maintenance, and installation. The Board asked if the cost of modifying the fence can be provided. Drainage investigation needs a civil engineering review.

Trustee Winger requested looking into civil engineering to see if the hedge caused drainage issues, and if yes, then to explore remediation as related to the Library property. Dan Eallonardo reported the correction will need to be brought to the city and costs can be provided. The architect can write a proposal to request lowering the fence height and for removal of the west side fence. The Board of Library Trustees did not have any objections on lowering the fence. The Board agreed to have a civil engineering review of drainage with or without the hedge.

## **X. New Business**

### **A. Ordinance #6 2020 An Ordinance Levying A Special Tax of .02% for Building and Maintenance**

President Norris recited and made a motion to approve Ordinance #6 2020 An Ordinance Levying a Special Tax of .02% for Building and Maintenance, which also included the Public Notice with a second by Trustee Dunn. Roll Call Vote – Ayes: Dunn, Krebsch, Norris, Sparacio, Winger, Zaremba; Absent: Matuszewski. Motion passed.

### **B. Consideration of an ordinance providing for the issue of a draw-down debt certificate in the maximum face amount of \$2,000,000 for the purpose paying the cost of certain library improvements and authorizing the sale of the debt certificate to Itasca Bank and Trust Company – Ordinance #7 2020**

President Norris made an announcement of the Consideration of an ordinance providing for the issue of a draw-down debt certificate in the maximum face amount of \$2,000,000 for the purpose paying the cost of certain library improvement, and authorizing the sale of the debt certificate to Itasca Bank and Trust Company – Ordinance #7 2020. Secretary Zaremba recited the Ordinance preamble and made a motion to approve Ordinance #7 2020 with a second by Trustee Winger. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Sparcio, Winger, Zaremba; Absent: Matuszewski. Motion passed.

**C. Vote to Approve Construction Allowance No. 1**

The Board of Library Trustees reviewed Construction Allowance No. 1, an additional cost to lower the foundation wall to accommodate the depth of the underfloor duct run. A vote to approve was made by Trustee Winger and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Sparcio, Winger, Zaremba; Absent: Matuszewski. Motion passed.

**D. Vote to Approve Construction Allowance No. 2**

A vote to Approve Construction Allowance No. 2, an additional cost to furnish and install drain tile, was made by Trustee Winger and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Sparcio, Winger, Zaremba; Absent: Matuszewski. Motion passed.

**E. Vote to Approve Construction Allowance No. 3**

A vote to Approve Construction Allowance No. 3, the removal of unsuitable soil, was made by Trustee Winger and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Sparcio, Winger, Zaremba; Absent: Matuszewski. Motion passed.

**XI. Adjournment:** A motion to adjourn the July 20, 2020 Regular Board of Library Trustees meeting at 8:28 pm was made by Trustee Winger and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Sparacio, Winger, Zaremba; Absent: Matuszewski. Motion passed.