

Wood Dale Public Library District
520 North Wood Dale Road, Wood Dale, Illinois 60191
August Regular Board Meeting Minutes
Board of Library Trustees of the Wood Dale Public Library District
August 3, 2020
7:30 p.m.

I. Call to Order

President Norris called the August 3, 2020 Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on August 3, 2020 at 7:30 pm at the Main Library at 520 North Wood Dale Road, Wood Dale, IL 60191.

II. Roll Call

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

Absent: Winger

Others Present: Bergendorf, Eallonardo, Klos, Mueller

III. Town Hall: An individual called in to the board meeting but did not provide public comment.

IV. Secretary's Report

A. Minutes: July 20, 2020 – July Board of Library Trustees Meeting Minutes

Trustee Zaremba presented the July 20, 2020 – Regular July 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 Regular Board of Library Trustees Meeting minutes was made by Trustee Zaremba and seconded by Trustee Dunn. Vote- Ayes: Dunn, Krebasch, Norris, Sparacio, Zaremba; Abstain: Matuszewski; Absent: Winger. Motion passed.

V. 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 Sparacio. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.

B. Bill List/Cash Disbursements

Trustee Krebasch presented the Bill List/Cash Disbursements to the Board. It was reported the check for the legal bill is going to be voided due to a billing error and the check to the Illinois Department of Innovation is for our Internet Service. A motion to approve the Bill List/Cash Disbursements was made by Trustee Dunn and seconded by

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

VI. Director's Report

Director Bergendorf asked if there were any questions about her report. She reported she is evaluating whether or not to open on Sunday. Saturday hours are very slow. Director Bergendorf reported she will monitor use of the Library and make a determination about Sunday hours. She was asked about if there was any progress on the trusses. Director Bergendorf showed the color selected for the trusses. Trustee Sparacio inquired about a Builder's Risk policy. Director Bergendorf reported we have secured a Builder's Risk policy.

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

VII. President's Report: No report.

VIII. Correspondence and Communications: No report.

IX. Legal/Ethics report

A. Legal Memos – Nothing to report.

B. Ethics Update – Nothing to report.

X. Continuing Business

A. Building Program Update

Director Bergendorf reported there was not much to update due to the recent board meeting. Director Bergendorf reported bills will be coming for Bergen Construction, StudioGC, and Independent Construction will be coming later in the month. Director Bergendorf commented on several open issues on the issue log. She reported they are working on the roof and masonry. Trustee Norris inquired about the increased RPZ size. Director Bergendorf replied that is located in the mechanical room and a bigger size was needed for the piping. Trustee Zaremba inquired about the trusses. Trustee Krebasch asked how this got missed. Director Bergendorf reported the trusses are against a load bearing wall and while the original goal was to have the trusses match the existing physical layout of the existing library, adjustments needed to be made and it is an issue being worked between StudioGC and the contractor.

B. Annual Report – Authorization to Submit Annual Report

Director Bergendorf thanked Trustee Matuszewski and Trustee Sparacio for completing the audit of library records. She reported the annual report is due September 1st and asked for a motion to submit the Annual Report contingent upon final review of the President and Secretary. A motion to submit the Annual Report upon final review by the President and Secretary was made by President Norris and seconded by Trustee Dunn. Roll Call Vote-

Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.

XI. New Business

A. Statement of Cash Receipts and Disbursements July 1, 2019 – June 30, 2020

Trustee Krebasch recited and made a motion to accept the Statement of Cash Receipts and Disbursements July 1, 2019 Through June 30, 2020 with a second by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.

B. Chief Fiscal Officer Statement of Estimated Revenues

Trustee Krebasch recited and made a motion to approve the Chief Fiscal Officer Statement of Estimated Revenues showing a balance on hand July 1, 2020 for \$5,717,269 with a Sub-total Estimated income of \$4,931,360 (including the proceeds from the debt certificate), with a total estimated amount available of \$10,648,629 with a second by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.

C. Tentative Budget and Appropriation Ordinance

President Norris recited and made a motion to approve the Tentative Budget and Appropriation Ordinance noting each line of the Estimated Income Available for a Total Estimated Income of \$10,648,629 (including the proceeds from the debt certificate) and Total Estimated Expenditures From All Funds of \$10,455,075 with a second by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.

D. Public Hearing Notice for Budget and Appropriation Ordinance

President Norris recited and made a motion to approve the Notice of Public Hearing for the Budget and Appropriation Ordinance held at 7:15 p.m., September 14, 2020 at the Main Library at 520 North Wood Dale Road with a second by Trustee Sparacio.

Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.

XII. Executive Session

A motion to go into Executive Session at 7:57 p.m. for 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 Krebasch and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.

A motion to exit Executive Session at 8:02 p.m. was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.

Director Bergendorf noted two vendor emails were sent to the Trustee email address. President Norris noted the Restore Project brochure was very nice.

XIII. Adjournment: A motion to adjourn the August 3, 2020 Regular Board of Library Trustees meeting at 8:03 pm was made by Trustee Zaremba and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Absent: Winger. Motion passed.