

Wood Dale Public Library District
520 North Wood Dale Road, Wood Dale, Illinois 60191
March Regular Board Meeting Minutes
Board of Library Trustees the Wood Dale Public Library District
March 15, 2021
7:30 p.m.

I. Call to Order

President Norris by called the March 15, 2021 Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on March 15, 2021 at 7:33 pm at the Main Library at 520 North Wood Dale Road, Wood Dale, IL 60191.

Please note: Trustee Sparacio was attending by phone being unable to attend in-person due to illness.

II. Roll Call

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

Absent: None.

Others Present: Bergendorf, Eallonardo, Klos, Mueller, Turnquist

III. Public Comments: There was no public comment or emails sent to the Trustees for presentation at the board meeting.

IV. Secretary's Report

A. February 22, 2021 – Regular February 22, 2021 Board of Library Trustees Meeting Minutes

A motion to approve the February 22, 2021 Regular Board of Library Trustees Meeting minutes was made by Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

V. Financial Reports

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

Trustee Krebasch noted interest income was down as expected and nothing to note out of the ordinary. A motion to approve the Treasurer's Report: Revenue/Expenses by Fund/Investment was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

B. Bill List/Cash Disbursements

Trustee Krebasch noted the costs by StudioGC. Trustee Krebasch inquired into the remaining payments to StudioGC and requested detailed reports. A motion to approve the Bill List/Cash Disbursements was made by Trustee Dunn and seconded by Trustee

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

VI. Director's Report

Director Bergendorf asked if there were any questions about her report. Trustee Matuszewski inquired about the status of the circulation desk. Director Bergendorf reported the lowest bidder did not meet the bidding qualifications and the second bidder did not agree to contractual terms as outlined in the bidding process. Trustee Sparacio inquired about the Dr. Seuss books being discontinued by the publisher. Director Bergendorf reported there is a high price on the secondary market right now and a majority of those books are in storage due to the construction project. She stated the future of the books is a Board of Library Trustees decision.

Trustee Szabo inquired about if the Board of Trustees needs to meet in an alternate location during Construction Phase Two. Director Bergendorf reported we are working on being able to maintain meetings at our facility by readjusting the layout of a staff area. Trustee Matuszewski expressed her enthusiasm for the new electronic magazine collection through the Digital Library of Illinois. Director Bergendorf noted we have access to hundreds of titles at a fraction of the cost.

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

Please note: Tom Turnquist left the meeting at 7:43 p.m.

VII. President's Report

President Norris noted she had filed her Statement of Economic Interest paperwork. A discussion about how to file the paperwork was held.

VIII. Correspondence and Communications

NA

IX. Legal/Ethics

A. Legal Memos: Director Bergendorf distributed a legal memo outlining legal calendar dates for the upcoming fiscal year. She noted she uses this document to create the fiscal compliance calendar passed each June.

B. Legislative Update: Director Bergendorf noted libraries had much success at the federal level. Funding was awarded to the Institute of Museum and Library Services to rebuild libraries and upgrade technology infrastructure.

C. Ethics Update: Trustee Matuszewski noted the need for everyone to complete their Statement of Economic Interest.

X. Report from Independent Construction Services

1. WDPL Status Update Report:

A. Issues Log Dan Eallonardo gave a status update. He noted items, such as, film on the glass doors, fence installation, and multiple windowsills will be forthcoming for a future board meeting.

B. Contract and Change Order Log

There were no changes to the Contract and Change Order Log.

C. Allowance Logs

There were no changes to the Allowance Logs.

D. Owner's Held Contingency

The Owner's Held Contingency is still maintained in full.

E. Progress Payment Review

We are at sixty percent of billed construction contract amount. He is going to put together a breakdown of remaining fees due to the architect for construction and furniture for the next board meeting.

F. General Update

Dan Eallonardo reported we are close to the completion of Phase 1 and will then move into Phase 1B. There is a meeting tomorrow where we will get an update on the schedule. There have been no issues with inspections. The soffit in the main area is remaining as is and not being painted/stained. Trustee Krebasch inquired about material cost increases and Dan Eallonardo reported he was waiting on documentation.

XI. New Business

A. Library Construction Dates

It was discussed the Library needs to be closed for Phase 1B so we can move to Phase 2. It was noted the Library needs to be closed for 2 to 3 weeks. The Library needs to move the computer network, relocate staff to new offices, program phones, move equipment and the Library collection to the back of the Library. It was noted Bergen Construction needs 10 days to do demolition and install new pipes to connect sewer and water to the new addition area after the Library clears the area needed. The Board discussed prioritizing, if possible, to be open during Spring break.

B. Authorization to Sign the Accountant Contract for FY2022

Trustee Krebasch recited the accountant contract with William Grigg.

A motion for Authorization to Sign the Accountant Contract for FY2022 with William Grigg was made by President Norris and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

C. Board Meeting Location

The Board of Library Trustees confirmed they would continue to meet in-person at the main library in a staff area we would convert for the meetings.

D. Resolution #1 2021 - Resolution Regarding Release of Executive Session Minutes

President Norris recited Resolution #1 2021 – Resolution Regarding Release of Executive Session Minutes. A motion to approve Resolution #1 – Resolution Regarding Release of Executive Session Minutes was made by President Norris and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

XII. Executive Session

Not applicable.

XIII. Adjournment: A motion to adjourn the March 15, 2021 Regular Board of Library Trustees meeting at 8:38 p.m. was made by Trustee Zaremba and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.