

Wood Dale Public Library District
520 North Wood Dale Road, Wood Dale, Illinois 60191
May 17, 2021 Regular Board Meeting Minutes
Board of Library Trustees the Wood Dale Public Library District
May 17, 2021
7:30 p.m.

I. Call to Order

President Norris by called the May 17, 2021 Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on May 17, 2021 at 7:32 pm at the Main Library at 520 North Wood Dale Road, Wood Dale, IL 60191.

II. Roll Call

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

Absent: Sparacio

Others Present: Bergendorf, Eallonardo, Klos, Turnquist

An amendment was made to the agenda to separate the one agenda item Public Comment and Acceptance of DuPage County Board of Election Canvassing Results into two separate items.

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

IV. Acceptance of DuPage County Board of Election Canvassing Results

The DuPage County Board of Election Canvassing Results were presented showing the election results of the Library Trustees. Nicolina Krebasch, Julie Szabo, and Lynnette Zaremba were elected to the Board of Library Trustees. A motion to accept the DuPage County Board of Election Canvassing Results was made by Trustee Krebasch and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

V. Oath of Office: The Oath of Office for Trustee Krebasch and Trustee Szabo was administered by Trustee Zaremba. The Oath of Office for Trustee Zaremba was administered by Director Bergendorf.

VI. Election of Board Officers

A. President: A motion to nominate Trustee Dunn for President was made by Trustee Norris and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

B. Vice-President: A motion to nominate Trustee Matuszewski for Vice-President was made by Trustee Norris. Trustee Matuszewski indicated she did not want the motion to proceed. A motion to nominate Trustee Szabo for Vice-President was made by President

Dunn and seconded by Trustee Zaremba. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

C. Secretary: A motion to nominate Trustee Zaremba as Secretary was made by Trustee Norris and seconded by President Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

D. Treasurer: A motion to nominate Trustee Krebasch as Treasurer was made by Trustee Norris and seconded by President Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

President Dunn asked Trustee Norris to continue proceeding over the meeting.

VII. Secretary's Report

A. April 26, 2021 – Regular April 26, 2021 Board of Library Trustees Meeting Minutes

A motion to approve the April 26, 2021 Regular Board of Library Trustees Meeting minutes was made by Trustee Krebasch and seconded by President Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

B. May 3, 2021 – Special Board Meeting of Library Trustees Meeting Minutes

A motion to approve the May 3, 2021 Special Board Meeting of Library Trustees Meeting Minutes was made by President Dunn and seconded by Trustee Szabo. Roll Call Vote- Ayes: Dunn, Krebasch, Norris, Szabo, Zaremba; Absent: Sparacio; Abstain: Matuszewski. Motion passed.

VIII. Financial Reports

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

Trustee Krebasch reported on the Treasurer's report. She reported there was nothing unexpected. A motion to approve the Treasurer's Report: Revenue/Expenses by Fund/Investment was made by President Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

B. Bill List/Cash Disbursements

Trustee Krebasch noted next month there will be three payrolls in the bill list. She noted there was the usual standard bills presented. A motion to approve the Bill List/Cash Disbursements was made by Trustee Matuszewski and seconded by President Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

IX. Director's Report

Director Bergendorf asked if there were any questions about her report. She reported that the Library has been invited to participate in the Memorial Day Parade drive. She reported we would decorate a van for the event. She reported that circulation was down due to the closing but is coming back. She reported adult patrons want us to continue to create Make & Take Crafts for virtual attendance while others want to return to attend programs as COVID is reshaping library programs. The Staff is busy preparing for Summer Reading. The big topic is the information from the CDC in regards to masks. We are waiting for information from the DuPage County Health Department, the Governor of Illinois, and advice from the RAILS library attorney. We do have children under the age of 12 coming to attend programs so we are waiting to see what develops. A motion to approve the Director's Report was made by President Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.
Please note: Trustee Sparacio arrived at 7:46 p.m. during the Director's Report.

X. President's Report

Trustee Norris thanked the Board for their support during her term and she knew she was turning things over to President Dunn with capable hands. She noted she was excited about the building project and thanked staff for all of their efforts.

XI. Correspondence and Communications

Nothing to report.

XII. Legal/Ethics

A. Legal Memos: Nothing to report.

B. Legislative Update: Nothing to report.

C. Ethics Update: Nothing to report.

XIII. Report from Independent Construction Services

1. WDPL Status Update Report: Dan reported the schedule will be impacted. The occupancy inspection is completed. He reported he is going to go out of order, skip over the Issues Log and cover it at the end.

A. Issues Log: Dan referenced series of items in the Issues Log and noted some of these items will be billed to the Library at the next board meeting. Items noted include: #98 the demolition of the circulation desk; #60 spray foam from Phase 1 that was required; #87 puppet stage lighting which has not been done yet and we have no price; #99 adding additional cabling to staff workstations (work has been done); #104 study room walls going up to the ceiling (work has been done); #107 drains (half-complete); #108 windowsill; #110 concealed condition (found a feed to an electrical panel that needs correction; #117 drywall put on temporary wall for safety; #123 an existing beam wall where an alternate design was needed (under

\$5,000 and we need to proceed to stay on schedule); #124 new cabling to programming center; #125 moving ???; #128 insulation needed in small meeting room; #132 load bearing wall in breakroom; #133 Room A wall removal (has a \$5,500 tentative cost and need to move forward to keep on schedule); #137 HVAC Conflict, #139 Kitchen Exhaust hood needs to be relocated; #142 IT Door has a structural post conflict that needs to be modified; and #146 revise the East wall.

B. Contract and Change Order Log

He reported the Change Order #4 in the amount for \$25,942.54 was for the second move. He reported the third move is much more extensive so we most likely will exceed our budget.

C. Allowance Logs

Dan Eallonardo reported the testing log is closed and the contingency has a small balance.

D. Owner's Held Contingency

The Owner's Held Contingency remains unchanged from last month.

E. Progress Payment Review

We are at about 2/3 of the billed construction contract amount.

F. General Update

Phase 2 is in demolition mode and the fence is starting to be installed. A sample of the exterior wall color is painted on the wood adjacent to the original library doors. There has been a considerable amount of framing and rough-in for plumbing, electrical, and HVAC. *Please note: Dan Eallonardo returned to item A. Issues Log.*

A motion to take a break at 8:27 pm was made by Trustee Norris and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

The Board of Library Trustees meeting was called the meeting back to order at 8:37 pm with the following Trustees present: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, and Zaremba.

Dan Eallonardo and Treasurer Krebasch reviewed the budget and added up items that need to be done to not delay the project. They reported the Library contingency would have \$270,000 if we addressed all of the issues that have current costs associated with them. Dan Eallonardo reported if this was the direction that the Board wants to take he would give authorization to the contractor to not delay the schedule and proceed with the necessary items.

XIV. New Business

A. Resolution #4 2021- Approving Change Order No. 4 – Resolution Approving Change Order No. 4 to Contract with Bergen Construction Corp. for Renovations to the Wood Dale Public Library District.

Trustee Norris made a motion and recited to approve Resolution #4 2021-Approving Change Order No.4 to Contract with Bergen Construction Corp. for Renovations to the Wood Dale Public Library District with a second by President Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

Please note: Dan Eallonardo left the meeting at 8:45 p.m.

B. Budget

Director Bergendorf presented how much the Library will be receiving for next year. She reported we might be able to do one additional transfer to the reserve fund in June. She will have more definitive budget numbers as we get closer to the end of June.

C. Fiscal Compliance Calendar

Director Bergendorf reported we are still waiting for attorney approval. This item needs to be approved at the June board meeting. We have to change meeting dates in August and September due to legal timeframes. Director Bergendorf reviewed the calendar with Board of Library Trustees.

XV. Executive Session: No need for Executive Session

XVI. Adjournment: A motion to adjourn the May 17, 2021 Regular Board of Library Trustees meeting at 8:55 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.