

Wood Dale Public Library District
January Regular Board Meeting Minutes
Board of Library Trustees of the Wood Dale Public Library District
January 16, 2023
7:30 p.m.

I. Call to Order

President Dunn called the January Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on January 16, 2023, at 7:34 p.m. at the Wood Dale Public Library District at 520 North Wood Dale Road, Wood Dale, IL 60191.

II. Roll Call

Present: Dunn, Krebasch, Matuszewski, Norris, Szabo

Absent: Sparacio, Zaremba

Others Present: Klos

III. Public Comment: No public comments were made.

IV. Secretary's Report

A. Minutes: December 19, 2022 – Regular December Board of Library Trustees Meeting Minutes

A motion to approve the December 19, 2022 Regular December Board of Library Trustees Meeting Minutes was made by Trustee Matuszewski and seconded by Trustee Szabo. Roll Call Vote- Ayes: Dunn, Matuszewski, Szabo; Abstain: Krebasch, Norris; Absent: Sparacio, Zaremba. 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. A motion to approve the Treasurer's Report was made by Trustee Krebasch and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo; Absent: Sparacio, Zaremba. Motion passed.

Please Note: Trustee Zaremba entered the meeting at 7:34 p.m.

B. Bill List/Cash Disbursements

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

VI. Director's Report

Acting Director Klos presented the Director's Report. Trustee Norris commented that it is exciting that the partnership with City of Wood Dale might provide a pass to Prairie Fest as a summer reading incentive for children. A motion to approve the Director's Report was made by Trustee Krebasch and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

VII. President's Report – President Dunn did not have a report. Trustee Szabo mentioned that the Wood Dale Public Works Department is again doing a food drive in April benefiting the Wood Dale Food Pantry with the library as an additional drop-off site.

VIII. Correspondence and Communications

Acting Director Klos presented a letter from the Bensenville/Wood Dale Food Pantry thanking for the donations made by library staff during the holiday season. A letter from the accountant was presented to the Board indicating that the accountant will not be renewing his contract with the library for the next fiscal year.

IX. Legal/Ethics

- A. Legal Memos** – Acting Director Klos distributed a legal memo regarding a pending case involving an elected official and social media.
- B. Ethics Update** – No Report

Please Note: Dan Berg entered the meeting at 7:58 pm.

X. Financial Report (continued)

C. Audit FY2022 – Presentation and Acceptance

Dan Berg of Sikich presented the Audit Report for fiscal year beginning in July 1, 2021 and ending July 30, 2022. He commented that the auditing firm is providing the best opinion of library finances that they can give. Dan Berg reviewed several sections of the audit with the Board noting a positive change in net position of \$788,403, the IMRF percentages funded, fund balances, and future pronouncements. President Dunn thanked Dan Berg for many years of working with the Wood Dale Library District. A motion to accept the FY2022 Audit was made by Trustee Norris and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

Please Note: Dan Berg exited the meeting at 8:20 pm.

XI. Executive Session

A motion to go into Executive Session at 8:21 pm citing 5 ILCS 120/2/(c)1 Personnel: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body was made by Trustee Matuszewski and seconded by President Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

A motion to exit the Executive Session at 8:55 pm made by President Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

A motion to take a five-minute break at 8:56 pm was made by President Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

The regular meeting reconvened at 9:02 pm with the following Trustees present: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio.

XII. Continuing Business

A. Staff Recognition Event Planning

President Dunn reported on the progress of booking the staff recognition venue and passed around the menu. She and Trustee Matuszewski will make arrangements to visit the venue and pick the menu for the event. Acting Director Klos stated that she will prepare an invitation, recognition certificates, and order library promotional t-shirts.

B. Independent Construction Services Report – No report.

C. Executive Director Search Update – No report.

XIII. New Business

A. FY2023 Per Capita Grant Application Review and Authorization for Submittal

The Board reviewed the grant application. A motion to approve the FY2023 Per Capita Grant Application with authorization for Acting Director Klos to submit the application 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. Notice of Availability of Audit Report FY2022

A motion to approve the Notice of Availability of Audit Report FY2022 was made by Trustee Krebasch and seconded by President Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.

XIV. Discussion/Action Resulting from the Above Closed Session – No action or discussion.

XV. Adjournment

A motion to adjourn the January 16, 2023 Regular Board of Library Trustees meeting at 9:21 pm was made by Trustee Zaremba and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Szabo, Zaremba; Absent: Sparacio. Motion passed.