

Wood Dale Public Library District
May Regular Board Meeting Minutes
Board of Library Trustees the Wood Dale Public Library District
June 17, 2024
7:30 p.m.

1. Call to Order

President Dunn called the regular meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on June 17, 2024, at 7:34 p.m. at the Wood Dale Public Library District at 520 North Wood Dale Road, Wood Dale, IL 60191.

2. Roll Call

Present: Dunn, Krebasch, Sparacio, Szabo, Zaremba

Absent: Matuszewski, Norris

Others Present: Klos, Renkosiak

3. Public Comment

No comment.

4. Secretary's Report

a. Minutes: May 20, 2024 - Regular Board of Library Trustees Meeting Minutes

Trustee Zaremba presented the May 20, 2024 - Regular Board of Library Trustees Meeting Minutes. A motion to approve the May 20, 2024 - Regular Board of Library Trustees Meeting Minutes was made by Trustee Sparacio and seconded by Trustee Szabo.

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

5. 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 President Dunn.

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

b. Bill List/Cash Disbursements

Trustee Krebasch presented the Bill List/Cash Disbursements to the Board. Trustee Sparacio inquired about the electricity rates and Trustee Krebasch inquired about payments via ACH. A motion to approve the Bill List/Cash Disbursements was made by Trustee Krebasch and seconded by Trustee Szabo.

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

6. President’s Report

President Dunn reported on the Public Works Open House that she attended. Julie Szabo thanked the library and Dora Nunez who coordinated volunteers for the event. President Dunn mentioned the electric vehicle that Public Works recently obtained and their procurement experience. President Dunn also reported that she still receives complements about the Summer Reading Kick-off party. A motion to approve the President’s Report was made by Trustee Sparacio and seconded by Trustee Krebasch. Roll Call Vote – Ayes: Dunn, Krebasch, Sparacio, Szabo, Zaremba. Absent: Matuszewski, Norris. Motion passed.

7. Director’s Report

Director Renkosiak reviewed his report with the Board, highlighting several items. A motion to approve the Director’s Report was made by Trustee Krebasch and seconded by Trustee Sparacio. Roll Call Vote – Ayes: Dunn, Krebasch, Sparacio, Szabo, Zaremba. Absent: Matuszewski, Norris. Motion passed.

8. Correspondence and Communications

The following correspondence was received: An invitation to a grant award ceremony for the City of Wood Dale.

9. Legal/Ethics Report

No report

10. Continuing Business

a. Outdoor sign

Director Renkosiak reported that the new sign’s lettering is not backlit and that a part is being replaced for the digital display to resume function.

b. Youth Service Desk

Director Renkosiak passed out the finishes for the Youth Services Desk for the Board to view. The installation of the service desk is planned before Labor Day.

11. New Business

a. Approve FY2025 Working Budget

Director Renkosiak presented the FY2025 Working Budget for approval. Trustee Krebasch inquired about the dental plan and snow removal budget. A motion to approve the FY2025 Working Budget as presented was made by Trustee Krebasch and seconded by Trustee Szabo.

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

b. Approve FY2025 Compensation Plan

Director Renkosiak presented the FY2025 Compensation Plan for approval. Trustee Zaremba asked for clarification regarding this year’s salary increase. A motion to approve the FY2025 Compensation Plan as presented was made by Trustee Sparacio and seconded by President Dunn.

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

c. Ordinance #6 FY24 – Transferring Funds to the Special Reserve Fund

Trustee Krebasch recited Ordinance #6 FY24 transferring the unexpended balances of proceeds received annually from public library taxes (General Fund/Operating Fund), the sum of \$850,000, to the Library’s Special Reserve Fund.

A motion to approve Ordinance #6 FY24 – Transferring Funds to the Special Reserve Fund was made by Trustee Krebasch and seconded by Trustee Sparacio.

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

d. Ordinance #7 FY24 – Establishing Meeting Dates Ordinance

The Board discussed the option to move the Board meetings to the third Wednesday of the month at 7 p.m. A motion to approve Ordinance #7 FY24 – Establishing Meeting Dates Ordinance to for the next fiscal year to hold the Board meetings on third Wednesdays at 7 p.m. was made by Trustee Krebasch and seconded by Trustee Sparacio.

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

e. Approve FY2025 Fiscal Compliance Calendar

A motion to approve FY2025 Fiscal Compliance Calendar was made by Trustee Krebasch and seconded by President Dunn.

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

f. Resolution #4 FY24 – Designating Additional Authorized Speaker to Library Credit Card

A motion to approve Resolution #4 FY24 – Designating Additional Authorized Speaker to Library Credit Card was made by Trustee Krebasch and seconded by Trustee Sparacio.

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

g. Annual Report Activities – Audit of Records

Trustee Sparacio and Trustee Szabo volunteered to audit the library's records as part of the annual report activities and will arrange a meeting at the beginning of August.

12. Adjournment

A motion to adjourn the June 17, 2024, Regular Board of Library Trustees meeting at 8:26 p.m. was made by Trustee Zaremba and seconded by Trustee Szabo.

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