

Wood Dale Public Library District
Regular Board Meeting Minutes
Board of Library Trustees the Wood Dale Public Library District
June 18, 2025
7:00 p.m.

1. Call to Order

President Szabo called the regular meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on June 18, 2025, at 7:03 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, Matuszewski, Szabo, Sparacio, Zaremba

Absent: Norris

Others Present: Klos, Renkosiak

3. Public Comment

No comment.

Trustee Krebasch reported that she heard good comments about the library from a third-party vendor at her workplace.

4. Secretary's Report

a. Minutes: May 21, 2025 - Regular April Board of Library Trustees Meeting Minutes

Trustee Zaremba presented the minutes. A motion to approve the May 21, 2025 - Regular Board of Library Trustees Meeting Minutes was made by Trustee Dunn and seconded by Trustee Sparacio.

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

5. Financial Report

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

Trustee presented the Treasurer's Report to the Board. A motion to approve the Treasurer's Report was made by Trustee Matuszewski and seconded by Trustee Dunn.

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

b. Bill List/Cash Disbursements

Trustee Krebasch presented the Bill List/Cash Disbursements to the Board. Trustee Matuszewski inquired about the multiple Visa payments. Trustee Sparacio asked about the Garvin Gardens payments and what they entail. Director answered the bill questions. Garvin Garden payments include a fee for the presentation and supplies and there are multiple payments of the Visa credit card since multiple staff members have credit cards and purchase items across varied account lines. Trustee Zaremba inquired about the payments to SMC Construction, which was for the Facility Assessment Report. A motion to approve the Bill List/Cash Disbursements was made by Trustee Matuszewski and seconded by Trustee Sparacio.

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

6. President's Report

President Szabo reported that that she is refreshing her knowledge of the *Robert's Rules of Order*. She also thanked the library, especially Dora and teen volunteers, for attending and helping at the Public Works Open House.

A motion to approve the President's Report was made by Trustee Dunn and seconded by Trustee Krebasch.

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

7. Director's Report

Director Renkosiak opened the floor for questions from the Board. Trustee Krebasch complemented the Director on mental health aid training that Director Renkosiak recently completed. Director Renkosiak discussed the training and its benefits, with hopes of bringing the training to all staff at the library and possibly other Wood Dale community government organizations. Trustee Sparacio commented on the proposed Illinois House Bill 1910 requiring libraries to have opioid medication and staff trained on administering the medication. The Board discussed the benefits as well as the burdens of this bill. Director Renkosiak reviewed the upcoming safety and NARCAN training he will be attending. A motion to approve the Director's Report was made by Trustee Matuszewski and seconded by Trustee Sparacio.

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

8. Correspondence and Communications

No report.

9. Legal/Ethics Report

The Board reviewed the Opioid Medication and Trained Library Staff memo and a Patron Free Speech Challenge to Library Book Removal Decision memo.

10. Committee Updates

a. Policy Committee Updates

Under new business.

11. Continuing Business

a. Rebranding/Website Project

No report.

12. New Business

a. Approve FY2026 Compensation Plan

Trustee Matuszewski asked for clarification about how the bonuses will be applied to capped salary employees and Director Renkosiak explained. He also noted that the compensation plan applies for the upcoming fiscal year. Trustee Krebasch inquired about the salary line budget. A motion to approve the FY2026 Compensation Plan and Salary Schedule for the Wood Dale Public Library with a 2% of cost-of-living increase, a merit-based increase up to 3%, and a 100%, one-time merit-based bonus for those at the maximum in their salary bracket was made by Trustee Sparacio and seconded by Trustee Dunn.

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

b. Approve FY2026 Working Budget

A motion to approve the FY2026 Working Budget was made by Trustee Matuszewski and seconded by Trustee Szabo.

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

c. Ordinance #5 FY25 – Transferring Funds to the Special Reserve Fund

Renkosiak updated the Board regarding the unexpanded funds and their transfer to the Special Reserve Fund. A motion to approve Ordinance #5 FY25 – Transferring Funds to the Special Reserve Fund made by Trustee Krebasch and seconded by Trustee Matuszewski.

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

d. Ordinance #6 FY25 – Establishing Meeting Dates Ordinance

Director Renkosiak reminded the Board about the change to the August Board meeting. A motion to approve Ordinance #6 FY25 – Establishing Meeting Dates Ordinance was made by Trustee Krebasch and seconded by Trustee Dunn.

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

e. Review and Approve Board Bylaws

Director asked if there were any questions to the revised bylaws and mentioned that the major change was to Trustee electronic attendance rules. The Board discussed the list of Board members that are to be notified about trustee absences from board meetings and adding the Library Director to the list. A motion to approve the Board Bylaws as amended was made by Trustee Sparacio and seconded by Trustee Dunn.

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

f. Review and Approve the Photography and Video Policy

Director reviewed changes to the Photography and Video Policy including the new surveillance component. A motion to approve the Photography and Video Policy was made by Trustee Dunn and seconded by Trustee Matuszewski.

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

g. Review and Approve the 3D Printing Policy

Director reviewed the new 3D Printing Policy and clarified that the 3D printing will initially be available to 3D printing program participants rather than to the general public. A motion to approve the 3D Printing Policy was made by Trustee Dunn and seconded by Trustee Sparacio.

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

h. Annual Report Activities – Audit of Records

Director Renkosiak requested two volunteers to audit Board and financial record. Trustee Sparacio and Trustee Szabo volunteered. The review will take place before the August Board meeting.

Trustee Szabo proposed the idea of other Trustees suggesting new agenda items for upcoming meetings. These discussion items can be added to the end of the meeting agenda and include comments, discussions, or library tour reports.

Trustee Sparacio commented on Joe Magnelli's senior program and how well it was managed.

13. Adjournment

A motion to adjourn the June 18, 2025, Regular Board of Library Trustees meeting at 7:53 p.m. was made by Trustee Zaremba and seconded by Trustee Sparacio.

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