

Regular Meeting of the Library Board of Trustees
Wednesday, December 17, 2025 • 7pm

MINUTES

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 December 17, 2025, at 7:02 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, Norris, Sparacio, Szabo, Zaremba

Absent: -

Others Present: Klos, Renkosiak, Martha Trotter

3. Public Comment

No comment.

4. Secretary's Report

a. Minutes: November 19, 2025 - Regular Board of Library Trustees Meeting Minutes Trustee Zaremba presented the minutes. A motion to approve November 19, 2025 - Regular Board of Library Trustees Meeting Minutes was made by Trustee Zaremba and seconded by Trustee Szabo.

Roll Call Vote – Ayes: Krebasch, Norris, Matuszewski, Szabo, Zaremba. Abstain: Dunn, Sparacio. 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 Matuszewski and seconded by Trustee Krebasch.

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

b. Bill List/Cash Disbursements

Trustee Krebasch presented the Bill List/Cash Disbursements to the Board. A motion to approve the Bill List/Cash Disbursements was made by Trustee Dunn and seconded by Trustee Krebasch.

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

c. Audit FY2025 – Presentation and Acceptance

Martha Trotter from Sikich presented FY2025 Financial Audit to the Board.

The audit received a clean, unmodified opinion. She highlighted that this year's audit incorporated GASB 101 reporting requirements for long-term liability related to sick time. Two prior-year notes were resolved: year-end accounting and interactive account groups were corrected, and the journal entries were completed with additional documentation. The audit process was completed smoothly and on time, and Ms. Trotter expressed appreciation for management's cooperation.

Please note: Martha Trotter left the meeting at 7:28pm.

A motion to approve Audit FY2025 was made by Trustee Zaremba and seconded by Trustee Sparacio.

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

d. Accept Statement of Cash Receipts and Disbursements – July 1, 2024, through June 30, 2025

A motion to accept Statement of Cash Receipts and Disbursements – July 1, 2024, through June 30, 2025, was made by Trustee Krebasch and seconded by Trustee Dunn.

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

6. President's Report

President Szabo reported that she, Trustee Zaremba, and Trustee Sparacio attended the Library's Holiday Open House, and it was a great event. She also expressed her appreciation for suggestions from the Board. A motion to accept the President's Report was made by Trustee Dunn and seconded by Trustee Matuszewski.

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

7. Director's Report

Director Renkosiak invited questions from the Board and noted that the library will be offering an Employee Assistance Program for staff starting in January. The Board discussed exterior holiday lighting, and Trustee Krebasch suggested installing year-round building lights. A motion to approve the Director's Report was made by Trustee Dunn and seconded by Trustee Sparacio.

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

8. Correspondence and Communications

Director Renkosiak noted that a holiday card for the Board President came in from the Office of Illinois State Senator Seth Lewis.

9. Legal/Ethics Report

Director Renkosiak presented a legal memo outlining several changes to the Open Meetings Act and Freedom of Information Act changes going into effect on January 1.

10. Committee Updates

- a. Policy Committee Updates
- No Report.

11. Continuing Business

No Report.

12. New Business

- a. Notice of Audit Availability

A motion to approve Notice of Audit Availability was made by Trustee Krebasch and seconded by Trustee Norris.

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

- b. Per Capita Grant Requirement and Application Review and Authorization for Submittal

The board reviewed the library standards checklists and the Per Capita Grant application. It was noted that the printed checklists were not the final version. Director Renkosiak reported that the Library meets nearly all core standards, many intermediate standards, and some advanced standards. A motion to approve the Per Capita Grant application and authorize Director Renkosiak to submit the application after final review of the standards checklists was made by Trustee Krebasch and seconded by Trustee Norris.

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

- c. Board Action Chart

The board discussed switching digital delivery of board packets, with some electing to still receive paper copies.

13. Adjournment

A motion to adjourn the December 17, 2025, Regular Board of Library Trustees meeting at 7:50 p.m. was made by Trustee Zaremba and seconded by Trustee Szabo.

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