

Wood Dale Public Library District
April Regular Board Meeting Minutes
Board of Library Trustees the Wood Dale Public Library District
April 17, 2023
7:30 p.m.

1. Call to Order

President Dunn called the April Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on April 17, 2023, at 7:33 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, Szabo, Sparacio, Zaremba

Absent: Matuszewski, Norris,

Others Present: Klos, Eallonardo, Renkosiak

3. Public Comment: No public comments were made.

4. Continuing Business

a. Independent Construction Services Report

Dan Eallonardo of Independent Construction Services provided an update on the progress of the HVAC work needing to be completed by Bergen Construction. He informed the Board that work will start once all the parts are received, which should be by the end of this week. During the latest warm weather, the HVAC did not perform well and additional work was required to cool the facility. The Board expressed their dissatisfaction with the length of time needed to complete this project and discussed potential action to be taken if items are not resolved in a timely manner. Dan Eallonardo informed the Board about the time frames that this work is expected to be completed and Director Renkosiak requested for all settings to be set per specifications and recommendations.

Please note: Dan Eallonardo left the meeting at 8 pm.

5. Secretary's Report

a. Minutes: March 20, 2023 – Regular March Board of Library Trustees Meeting Minutes

A motion to approve the March 20, 2023 Regular March Board of Library Trustees Meeting Minutes was made by Trustee Krebasch and seconded by Trustee Szabo. Roll Call Vote- Ayes: Dunn, Krebasch, Szabo, Zaremba; Absent: Matuszewski, Norris; Abstain: Sparacio. Motion passed.

6. 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 Szabo.

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

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

7. Director's Report

a. Open house/welcome for new Director

Director Renkosiak reported that he has been dropping in on programs to introduce himself as the new Director. The Board discussed combining the welcome event for the Director with another library event, such as the Ice Cream Social taking place at the end of the summer. An inter-governmental meeting was also discussed for the fall.

b. Memorial Day Parade

Director Renkosiak asked Board members to volunteer to join the library in the Memorial Day Parade and to let him know of their participation by the next Board meeting. Trustee Szabo and Trustee Sparacio volunteered.

c. What updates from the library would the Board like to see?

Director Renkosiak discussed with the Board the reports that can be included in their monthly packet starting in the new fiscal year. Trustee Krebasch requested a running total of circulation statistics.

d. Policy review schedule

Director Renkosiak his intent to set a regular schedule to review policies. Many current personnel and library polices need to be updated.

During his report Director Renkosiak also reported that he is working on exploring he installation of Electric Vehicles charging stations in addition to the parking lot resurfacing project. He will have a draft FY24 budget available for discussion at the May Board meeting.

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

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

8. President's Report

President Dunn reported on the Local Government Efficiency Act webinar that she attended with Director Renkosiak and Assistant Director Klos. The Board discussed reaching out to two residents who are needed to be a part of the committee and providing them with Open Meetings Act training. President Dunn proposed having the first Decennial Committee Meeting at 7 pm on May 15, 2023, before the Board's regular meeting. During the first meeting, the residents can be appointed to the committee and the meeting would fulfill the requirement of the Act, which states that the Committee needs to convene before June 1, 2023. A motion to approve the President'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.

9. Correspondence and Communications

Director Renkosiak presented a mailing from Boy Scouts of America and a staff thank you to the Board.

10. Legal/Ethics Report

a. OMA (Open Meetings Act) Training

Although the OMA training is not required of current Board members, Director Renkosiak recommends that the Board takes the training as a refresher.

11. Continuing Business

a. Decennial Committee on Local Government Efficiency Act (Public Act 102-1088)

This item was discussed during the President's Report.

12. New Business

a. Resolution #3 2023 – Resolution Designating an Authorized Agent to the Illinois Municipal Retirement Fund

Trustee Zaremba recited the resolution and a motion to approve Resolution #3 2023 – Resolution Designating an Authorized Agent to the Illinois Municipal Retirement Fund was made by Trustee Zaremba and seconded by President Dunn.

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

b. Policy on Service to Non-residents 2023-2024

Director Renkosiak presented the Policy on Service to Non-residents 2023-2024. The updates included dates for the upcoming fiscal year and the applicable rate. A motion to approve Policy on Service to Non-residents 2023-2024 was made by Trustee Krebasch and seconded by President Dunn.

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

c. Fiscal Year Compliance Calendar for FY2023-2024 Draft Review

Director Renkosiak presented a draft Fiscal Year Compliance Calendar for FY24 to the board. He stated that with the new calendar, the Board would not need to shift any meetings away from the regular third Monday of the month.

d. Review Accounting Contract for FY2023-2024

Director Renkosiak reviewed the Accounting Contract with the Board. The Board discussed the Lauterbach & Amen contract in detail and asked for follow-up regarding the accounting firm's references. Director Renkosiak stated that if the information is positive, he would like to move ahead with this firm so that work on transitioning can start before the beginning of the new fiscal year.

13. Executive Session – No action.

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

15. Adjournment

A motion to adjourn the April 17, 2023 Regular Board of Library Trustees meeting at 8:58 pm was made by Trustee Zaremba and seconded by Trustee Szabo.

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