

Fremont Public Library District
Regular Monthly Board Meeting
February 16, 2017

1.0 Call to Order

President McCue called to order the regularly scheduled monthly meeting of the Board of Library Trustees for the Fremont Public Library District at 6:30 p.m. on Thursday February 16, 2017.

2.0 Roll Call

Trustees Present: Ken Erickson, Carol Mallquist, Tim McCue, Jenny Ross, and Marla Wolf

Trustees Absent: Sarah Armstrong, and Steve Hoenig

Also Present: Becky Ingram, Assistant Director; and Susan Kruse, Recording Secretary

3.0 Approve Agenda

Trustee McCue made a motion to approve the agenda for the Fremont Public Library monthly Board meeting dated February 16, 2017, seconded by Trustee Erickson. The motion passed by voice vote.

4.0 Concerns of the Public – No Public

5.0 Correspondence

Lake County Clerk's office requested the library post the schedule for early voting, which is from March 20-April 1 at the library.

6.0 Secretary's Report

6.1 Trustee McCue made a motion to approve minutes of regular monthly Board meeting of January 19, 2017, seconded by Trustee Mallquist. A punctuation error was noted. The motion passed by voice vote as corrected.

7.0 Finance/Treasurer's Report

7.1 Trustee Mallquist presented the Finance Report for January 2017 for review and it will be placed on file for audit.

7.2 Trustee Mallquist made a motion to approve Lists of Checks for February 2017 and to authorize the payment of bills and salaries, and to make transfers, seconded by Trustee Erickson. Roll was called and the motion passed.

Yes: Wolf, Ross, Mallquist, Erickson, and McCue

Absent: Armstrong, and Hoenig

8.0 Policy/Planning

8.1 Trustee McCue made a motion to approve the revised Compensation Plan seconded by Trustee Mallquist. Assistant Director Ingram stated that the major change to the policy was clarification and consistency of job descriptions and pay grades across all departments. Employees can now see what they can do to move up in a position. The motion passed by voice vote.

9.0 Personnel

9.1 Discussion took place regarding the updated job descriptions. Education qualifications and physical requirements are the two main changes made. Revision to the physical requirements are now more specific to each job and revision to education qualifications are more in accordance with the tasks involved in a job.

10.0 Physical Facilities

10.1. Assistant Director Ingram presented the parking lot plans to the Board. Discussion took place regarding the scope of the project, the alternatives, and the costs involved. The consensus from the

Trustees is to have one bid for the radiant heat, which will be installed under cement pads in the front of the entrance and along the handicap parking spaces to help eliminate snow and ice buildup, and separate alternative bids for drain tiles to be installed on the west and north sides of the building. The cost of the project will be approximately \$450,000. The renovation is scheduled to start July 17.

11.0 Board President's Report – No Report

12.0 Library Director's Report

12.1 Update on the DVD and video game theft cases. Director Davis has been subpoenaed by the police for information regarding 5 more individuals who are suspected of theft. These thefts are rampant throughout Lake, Cook and McHenry county libraries. The State's Attorney's office is now involved in this case.

13.0 Adjournment

Trustee McCue made a motion to adjourn at 7:18 p.m. seconded by Trustee Mallquist. The motion passed.

Approved 03/16/17

/s/Steven Hoenig, Secretary

FPLD Board of Library Trustees