

Fremont Public Library District
Regular Monthly Board Meeting
March 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 March 16, 2017.

2.0 Roll Call

Trustees Present: Jenny Ross, Tim McCue, Carol Mallquist, Steve Hoenig, Ken Erickson and Sarah Armstrong

Trustee Absent: Marla Wolf

Also Present: Scott Davis, 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 March 16, 2017, seconded by Trustee Ross. The motion passed by voice vote.

4.0 Concerns of the Public – No Public

5.0 Correspondence

Lake County Clerk's office sent a reminder that May 1 is the filing deadline for the State of Economic Interest form. There will be a \$15 a day late fee after May 1 and \$100 a day fee after May 15.

Annual election form received from our utility purchasing coop for natural gas. Director Davis recommends we stay in the managed price program.

The Volunteer Luncheon is being held on April 27 at the Ivanhoe Club from 12:00-2:00 p.m.

6.0 Secretary's Report

6.1 Trustee Hoenig made a motion to approve minutes of regular monthly Board meeting of February 16, 2017, seconded by Trustee Ross. The motion passed by voice vote.

7.0 Finance/Treasurer's Report

7.1 Trustee Mallquist presented the Finance Report for February 2017 for review and it will be placed on file for audit. Some discussion took place regarding fines and developer donations received.

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

Yes: Armstrong, Erickson, Mallquist, Ross, McCue, and Hoenig

Absent: Wolf

8.0 Policy/Planning – No Report

9.0 Personnel – No Report

10.0 Physical Facilities

10.1 The architect is finalizing the bid documents for the parking lot project. The Trustees and Director Davis are in agreement on the scope of the project consisting of the main project with

several alternatives. A notice of bid will be published in the newspaper. A mandatory pre-bid walk-through is part of the bid process. A special meeting of the Board could be called if there is a delay in getting the bid documents finalized, but plans are to have the bid awarded on April 20th.

Our new Marketing person will be working on a public awareness project for the parking lot renovations so that people understand the need for the project and keep aware of any changes in programming and operations throughout the project's timeline.

Two air handlers had their variable frequency drives replaced this winter. Bow the motor that turns the fan on one air handler is failing and will need replacing. The night time cleaning company we have employed for the last couple of years abruptly went out of business following the unexpected passing of the owner. Interviews with replacement firms started immediately.

11.0 Board President's Report – No Report

12.0 Library Director's Report

12.1 K. Hovnanian is building new housing development in Mundelein at the southeast corner of Midlothian and Rte. 176 called Maple Hill. This will consist of 63 single-family homes. Some discussion took place regarding the future developer donation amount.

Trustee Armstrong made a motion to approve Developer Donation agreement with K. Hovnanian Homes, seconded by Trustee Mallquist. Roll was called and the motion passed.

Yes: Armstrong, Hoenig, McCue, Ross, Erickson, and Mallquist

Absent: Wolf

12.2 Update on theft cases: some individuals were caught and some materials have been returned through the Bayfield Wisconsin sheriff's office. Director Davis is continuing to work with law enforcement officials on the cases.

12.3 Staff breakroom will be renovated to make a more inviting space for employees to relax and regenerate during their meal break. Renovations are estimated to cost \$10,000.

12.4 Friends/Foundation has decided not to hire a consultant group to help with their reorganization and will do it themselves. Director Davis will look into the legalities regarding possible name changes and "doing business as" status. Also, a unified set of by-laws will need to be drawn up with delineation of duties for committees.

12.5 Dates to remember: *See 5.0 Correspondence*

Director Davis mentioned that Villa Park Library is going to referendum asking 10.6 million dollars to expand and renovate their library.

13.0 Adjournment

Trustee McCue made a motion to adjourn at 7:36 p.m. seconded by Trustee Erickson. The motion passed.

Approved 04/20/17

/s/Steve Hoenig, Secretary

FPLD Board of Library Trustees