

Fremont Public Library District  
Regular Monthly Board Meeting  
August 17, 2017

1.0 Call to Order

President Mallquist called to order the regularly scheduled monthly meeting of the Board of Library Trustees for the Fremont Public Library District at 6:00 p.m. on Thursday August 17, 2017.

2.0 Trustee Mallquist performed the Oath of Office for newly elected Trustee Anthony Vasquez.

Trustee Voss is acting Secretary Pro Tem for Trustee Ross.

3.0 Roll Call

Trustees Present: Steve Hoenig, Carol Mallquist, Tony Vasquez, Terri Voss, and Terry Wood

Trustee Absent: Marla Wolf and Jenny Ross

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

4.0 Approve Agenda

Trustee Hoenig made a motion to approve the agenda for the Fremont Public Library monthly Board meeting dated August 17, 2017, seconded by Trustee Wood. The motion passed by voice vote.

5.0 Concerns of the Public – No public

6.0 Correspondence

1. A letter was received from Lake County Clerk, Carla Wyckoff, thanking us for the use of our facility as an early voting site for the upcoming March Primary and the November General Election. Discussion took place in regards to moving them to a larger space to accommodate the number of voters.
2. The Department of Labor sent a second revision to the salary scales for Prevailing Wages.
3. The Illinois State Library has taken over talking book and braille services from RAILS.
4. Comcast sent several notices of alleged infringements under the Digital Millennium Copyright Act for copyrighted materials being downloaded using the library's public internet access.

7.0 Secretary's Report

7.1 Trustee Voss made a motion to approve minutes of regular monthly Board meeting of July 20, 2017, seconded by Trustee Hoenig. Trustee Mallquist noted a clerical error. The motion passed as corrected by voice vote.

8.0 Finance / Treasurer's Report

8.1 Trustee Hoenig presented the Finance Report for July 2017 for review and it will be placed on file for audit.

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

Yes: Hoenig, Wood, Mallquist, Vasquez, and Voss

Absent: Ross and Wolf

8.3 Tentative Budget & Appropriation Ordinance was discussed. Davis requested that the Capital Projects line of \$25,000 be moved to the Building & Maintenance Fund since that money is used for building maintenance and repairs. This will not affect the budget aggregate amount. The B&A Hearing will be Tuesday September 19 at 5:45 p.m.

8.4 The annual audit took place in August and it went very well. The Auditor stated that the Illinois State Comptroller made a decision that all local units of government must use the modified accrual not cash basis for accounting, starting immediately, going back to the beginning of the fiscal year. The CPA Society of IL sent letter to the comptroller's office expressing concern over the retroactive change in practice and the untimely notice. Director Davis has presented the issue to the ILA Public Policy Committee for consideration as well.

#### 9.0 Policy / Planning

9.1 Trustee Hoenig made a motion to approve revised policies on Selection and Meeting Room Use, seconded by Trustee Wood. Previous discussion took place last month; some non-substantive changes were made since then. The motion passed by voice vote.

#### 10.0 Personnel – no report

#### 11.0 Physical Facilities

11.1 Parking lot project is progressing although it is apparent the initial estimated deadline for substantial completion of September 1 will not be met. Damage done to the irrigation system still needs resolution but there is no doubt that the contractor is responsible for restoring it to its former working status. It is still uncertain which days the library will be closed (4 days) to the public when the parking lot is ready to be milled, paved and striped.

#### 12.0 Board Presidents Report

12.1 Trustee Hoenig made a motion to approve FY2016-17 Illinois Public Library Annual Report, seconded by Trustee Wood. Director Davis explained the process of filling out IPLAR and the significance of the statistical data collected and how it's used. The motion passed by voice vote.

#### 13.0 Library Director's Report

Director Davis received an update from the Mundelein Police Dept. on the theft cases.

Reminder: Trustees need to take the Open Meeting Act training program within 60 days of their appointment to the board and file their Statement of Economic Interests.

Received notification from Lake County Assessment Office of all recent requests for reduction in property tax assessments of over \$100,000. Thorngate Country Club appealed for a reduction in property tax stating the property is worth less based on comparable sales of other golf courses. Our attorney does not recommend fighting this reduction appeal since the cost outweighs the outcome.

Discussion took place regarding how best to provide public email access to Trustees. Currently the Library posts a form on the web that patrons can use to contact Trustees. The Library's IT Department strongly recommends against posting links to individual addresses as a matter of network security.

#### Trustee 14.0 Adjournment

Trustee Hoenig made a motion to adjourn at 8:04 p.m. seconded by Trustee Wood. The motion passed.

Approved 09/19/17

/s/Jenny B. Ross

Secretary