

Fremont Public Library District  
Regular Monthly Board Meeting  
September 15, 2022

1. Call to Order

Board President Steve Hoenig called to order the regularly scheduled monthly meeting of the Board of Library Trustees for the Fremont Public Library District at 6:01 p.m.

2. Roll call:

Trustees Present: Jay Kasten, Laurie MacKay, Jodie Nalezny, Brenda Pathmann, Sharon Smogor and Steve Hoenig.

Absent: Amber Reid-Schwenk

Others Present: Scott Davis, Director; Rebecca Ingram, Assistant Director

3. Kasten made a motion to approve the agenda; seconded by Smogor. The motion passed by voice vote.

4. Public comment – none.

5. Correspondence –

5.1 Received letters from County and library's attorney regarding real estate assessment reduction requests for over \$100,000, as required by law.

5.2 Per Capita Grant funds for 2022 were received and deposited in the amount of \$57,218.20.

5.3 The Friends of the Library provided a check for \$13,000 in funds earned over the previous year in Book Nook sales and donations.

5.4 Received payment of \$13.35 from Illinois State Treasurer's Unclaimed Property database for a credit owed to us by a vendor from several years ago.

6. Secretary's Report

6.1 Pathmann made a motion to approve minutes of regular monthly meeting of August 18, 2022 as corrected; seconded by Kasten. The motion passed by voice vote.

7. Treasurer's Report

7.1 Treasurer MacKay presented the monthly Finance Report for August 2022. Hoenig noted that the Treasurer's Summary page has some totals are not adding up properly. Davis noted the accountant produces this report and will be contacted to make corrections and assure the totals are accurate moving forward.

7.2 MacKay made a motion to approve lists of checks, payment of bills and salaries, and transfers for September 2022; seconded by Kasten. Hoenig called attention to the interest rate the library is receiving on its Inland Bank money market account and credited Davis with negotiating to tie that rate to the Illinois Funds rate, resulting in more interest revenue received. The roll was called:

Yes: Kasten, MacKay, Nalezny, Pathmann, Smogor, and Hoenig

Absent: Reid-Schwenk

The motion passed.

8. Committee Reports

8.1 Finance Committee – no report

8.2 Personnel Committee – no report

8.3 Physical Facilities Committee – no report

8.4 Policy and Planning Committee – no report

8.5 Internal Administrative Procedures Ad hoc Committee – Chair Nalezny reported that they will soon be scheduling their first meeting.

9. President's Report

9.1 Fall Adopt-A-Highway roadside cleanup will take place October 8th at 8:00am.

10. Director's Report

10.1 Davis gave brief update on remodeling project status. The timetable is starting to get pushed back to due various delays, raising the possibility of having to hold a Special Board meeting to approve plans if they are not ready by the October meeting. Also waiting to hear back from DEEO with grant application status.

10.2 Ice melt system repairs continue. All parties involved met on site and think they may have finally found the focal point of the problem. However, more concrete has to be chipped away in order to get at it. If this does not fix the issue, the choices may be to replace the entire section or just salt it. Davis expressed great frustration with the continued problems with work done by the contractors on the parking lot job, mentioning the drive-up lane as an area that will need to be addressed in the next fiscal year because of sinking asphalt and curbs.

- 10.3 Davis reported on possible groundwater issues affecting electrical conduit running underneath the basement floor. This was discovered when the building's sump pumps stopped working and technicians reported the problem was not mechanical but the electrical supply was insufficient. An electrician came on site and found the wiring to the pumps completely rotted and soaked. Somehow water infiltrated the conduit here and in another basement location knocking out some wall outlets. The electrician re-ran the wiring up and across the ceiling and restored power to the pumps and to the other affected locations.
  - 10.4 Davis reported a couple of instances of persons sleeping on library property overnight. In order to more clearly define when it is allowable to be on library property after hours, the library's attorney recommended adding specific hours before and after closing that the grounds are open to the public, which have been added to a draft revision of the library's Patron Behavior policy.
  - 10.5 Preliminary EAV figures were received from the County which Davis used to create a draft Estimate of Levy. He then reviewed how these figures are put into a state-provided formula that produces the PTELL limiting rate, which in turn is used to determine the estimated taxes that will be received next year. Davis noted that this is the first year in his career that the tax cap will hit the 5% limit, due to last year's C.P.I. rate being 7% and requiring the library to publish a special notice and hold a Truth In Taxation Hearing.
  - 10.6 Davis reported that this is the year (in a three-year cycle) that the library passes the .02% Building and Maintenance Levy, which he noted deceptively includes the wording "an additional tax" even though it is completely under the aggregate tax cap. It is a complicated levy that does not produce any extra revenue beyond what PTELL provide for but, in order to keep it alive in the event that the Legislature changes the law and removes it from PTELL, it needs to be levied at least once every three years.
  - 10.7 Davis provided the EAV reports for each library district in Lake County for comparison and explained how a district with a high tax rate could produce more revenue than a district with a larger EAV but lower rate.
  - 10.8 Health insurance renewals are in and the premiums are up. Also, IRS discrimination testing is being done to make sure our health plans meet the requirement of the Affordable Care Act. Currently the library falls under 50 FTE; if the figure hits 50, the library would be considered a "large employer" under ACA and would have more annual filing requirements and would have to offer health insurance benefits to all employees working at least 30 hours per week instead of the current 40.
  - 10.9 Audit update was provided. Things are progressing well, but slower than expected. Davis reminded the Board that next year will be the last year in the five-year contract cycle and that the Board will need to provide direction if they wish to shop it again or re-sign with Sikich.
  - 10.10 Ingram provided information on proposed changes to the Meeting Room Use policy to clean up some language, tie in better with other existing policies and remove an appendix. No substantive changes were suggested. The revisions will be presented next month for approval.
  - 10.11 Library District Trustee elections will be held on April 4, 2023 during the Consolidate Election. Davis explained the timelines and processes to be followed by candidates seeking office.
11. Other Business
- 11.1 Kasten made a motion to approve Ordinance No FY2022-23-101, Combined Annual Budget and Appropriation Ordinance for FY 2022-23; seconded by Smogor. Davis made a small change to the Workers Compensation Insurance line item to increase it slightly. The roll was called:  
Yes: Kasten, MacKay, Nalezny, Pathmann, Smogor, and Hoenig  
Absent: Reid-Schwenk  
The motion passed.
  - 11.2 Pathmann made a motion to approve a revised Patron Behavior Policy; seconded by Nalezny. The roll was called:  
Yes: Kasten, MacKay, Nalezny, Pathmann, Smogor, and Hoenig  
Absent: Reid-Schwenk  
The motion passed.
12. Hoenig made a motion to adjourn the meeting at 7:23p.m.; seconded by Kasten. The motion passed by voice vote.

Approved 10/20/22

/s/Brenda Pathmann, Secretary