

Fremont Public Library District
Regular Monthly Board Meeting
January 17, 2019

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 6:35 p.m. on Thursday January 17, 2019.

2.0 Roll Call

Trustees Present: Steve Hoenig, Carol Mallquist, Jenny Ross, Tony Vasquez, Terri Voss, and Marla Wolf
Trustees Absent: Terry Wood
Also Present: Becky Ingram, Assistant Director

3.0 Approve Agenda

Trustee Hoenig made a motion to approve the agenda for the Fremont Public Library monthly Board meeting dated January 17, 2019 seconded by Trustee Vasquez. The motion passed by voice vote.

4.0 Concerns of the Public

Amber Reid-Schwenk candidate for one of the Trustee open positions attended the Board meeting to observe and get an idea of how the Board operates.

5.0 Youth Service Manager Maggie Kutsunis presented "What's Happening in Youth Services".

The Summer Library Club will have "all" digital registration for children and teens this year. A web-based site called ReadingRecord will be used to track Summer Reading Program participant activities.

Story time will have a varied schedule starting in April to benefit patron's needs, and lots of family activities and concerts are also being planned for the coming summer.

YS has taken over the selection of the youth audio visual collection in addition to their regular material selections. They are also making changes at the YS service desk to make it more visible and approachable for patrons.

Patrons may now place holds on the STEM kits.

6.0 Correspondence

1. Secretary of State and Illinois State Library provided a guide for their Adult Literacy Grant programs.
2. In preparation for the 2020 census, the Village of Mundelein is asking for the Library to be part of their Complete Census Committee.
3. Illinois Dept. of Labor sent multiple revised Prevailing Wage rates for Lake County.
4. The IMRF employer contribution rate is 9.63% for 2019.
5. Annual ILA Legislative Breakfast is February 18 at the Arboretum Club; trustees are welcome to participate.
6. Director Davis has been invited to be part of the Stakeholder Participation Group for the Tri County Access Study.

7.0 Secretary's Report

7.1 Trustee Ross made a motion to approve minutes of regular monthly Board meeting of December 20, 2018 seconded by Trustee Wolf. Clerical errors noted. The motion passed by voice vote.

8.0 Finance / Treasurer's Report

8.1 Trustee Hoenig presented the Finance Report for December 2018 for review and it will be placed on file for audit. Trustee Hoenig reviewed the balance sheet. Discussion took place regarding the success of

going fine free, and the new database. The revenue for Lost & Damaged material is way down which signifies that patrons are returning materials in a timely manner.

8.2 Trustee Hoenig made a motion to approve Lists of Checks for January 2019 and to authorize the payment of bills and salaries, and to make transfers seconded by Trustee Wolf. Roll was called and the motion passed.

Yes: Vasquez, Wolf, Voss, Ross, Hoenig, and Mallquist

Absent: Wood

9.0 Policy / Planning

9.1 Assistant Director Ingram presented the policy revision for Miscellaneous Staff Benefits. The "Professional Library Association Memberships" was revised to state "the Library will pay full membership costs". This is to encourage staff participation in conferences and educational opportunities. Trustee Ross suggested that under "Workstations for Personal Work" the word "work" be replaced with "use". Trustee Wolf made a motion to approve the revised Miscellaneous Staff Benefits policy as amended seconded by Trustee Hoenig. The motion passed by voice vote.

10.0 Personnel – No report

11.0 Physical Facilities

11.1 Lighting project update: Davis is still interviewing architects. Once an architect is hired Davis will then work again with the Metropolitan Mayor's Caucus who will provide direction on how to obtain energy incentives.

12.0 Board Presidents Report

During the Christmas holiday the Library collected 15 boxes for Toys for Tots, the most in Lake County.

12.1 Assistant Director Ingram gave a report on the donations received from the Annual Giving Campaign, and the Lois Powell Memorial. The Friends also had their annual holiday luncheon.

13.0 Library Director's Report

The current emergency procedures were passed out to Trustees.

There may be a change in our nighttime cleaning service.

The Bill and Melinda Gates Foundation ended their public library campaign.

Assistant Director Ingram met with the designer who is creating the wall plaque which will list the names of donors who had purchased tiles in the 1990's to raise money for our current library.

Trustee Ross noted that the Adult nonfiction circulation has been dropping drastically the past few months. Discussion pursued regarding possible reasons for this drop. Assistant Director Ingram will look into this further.

14.0 Adjournment

Trustee Voss made a motion to adjourn at 7:39 p.m. seconded by Trustee Hoenig. The motion passed.

Approved 02/21/19

/s/Jenny B. Ross, Secretary