

Fremont Public Library District  
Regular Monthly Board Meeting  
March 21, 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 6:33 p.m. on Thursday March 21, 2019.

2.0 Roll Call

Trustees Present: Steve Hoenig, Carol Mallquist, Jenny Ross, Terri Voss, and Marla Wolf

Absent: Terry Wood, and Tony Vasquez

Also Present: Scott Davis; Director, and Becky Ingram; Asst. Director

3.0 Approve Agenda

Trustee Hoenig made a motion to approve the agenda for the Fremont Public Library monthly Board meeting dated March 21, 2019 seconded by Trustee Voss. The motion passed by voice vote.

4.0 Concerns of the Public

A Boy Scout observed the meeting with a family member in order to earn a scouting badge.

5.0 Correspondence

1. Illinois Dept. of Labor sent multiple revised Prevailing Wage rates for Lake County since last month.

2. Jesse White, Secretary of State, awarded FPLD the 2019 Illinois Public Library Per Capita Grant in the full amount of \$46,873.75.

6.0 Secretary's Report

6.1 Trustee Ross made a motion to approve minutes of regular monthly Board meeting of February 21, 2019 seconded by Trustee Wolf. Clerical errors noted. The motion passed by voice vote.

7.0 Finance / Treasurer's Report

7.1 Trustee Hoenig presented the Finance Report for February 2019 for review and to be placed on file for audit. Trustee Hoenig reviewed the balance sheet. Discussion took place regarding the amount of youth materials purchased to date. Also, the ice melt system in the parking lot worked well this winter and the electricity costs were within expected levels.

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

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

Absent: Wood, and Vasquez

7.3 Director Davis received several proposals for audit services. The finance committee will review proposals then decide on how to proceed.

8.0 Policy / Planning

8.1 State and federal bills that are under consideration regarding paid parental leave were presented to the Board. Davis would like to wait to see what happens with the bills before implementing a policy.

In follow-up to a question asked last month, it was recommended by our attorney that the wording of the Emergency policy should be kept simple. Davis was contacted by a security company regarding a product called "Blue Box" which summons the police. The Library is also investigating upgrading the security cameras and burglar alarm.

## 9.0 Personnel

9.1 The U.S. Department of Labor has proposed a revised salary threshold for exemptions that is less than the previous proposed changes but still an increase over the current level. The Department is asking for comments from the public regarding the proposal.

## 10.0 Physical Facilities

10.1 The lighting project will not start this fiscal year because of the unavailability of contractors during the summer. The bid packet will go out this summer which will give the library and architect additional time to plan and design.

The Library has hired a new carpet cleaner and have also received three new proposals for replacing the overnight cleaning company.

## 11.0 Board Presidents Report

Invitations were sent out for the annual Volunteer Luncheon on April 25.

11.1 Friends update: no report

## 12.0 Library Director's Report

Davis reported that steel is rising in cost due to tariffs, which will increase furniture and fixture costs by an estimated 20%-25%. Also, Georgia Pacific is closing their pulp mill and paper plant which will impact the cost of copy paper nationwide.

April 10 is national Library Giving Day. Discussion took place in regards to putting the AmazonSmile link on our web page. Amazon will donate 0.5% of the price of your eligible AmazonSmile purchases to the Library.

Davis received a report from the Lake County Department of Transportation titled "The State Highway Consensus Plan of Lake County", which reports on completed road projects and prioritization of future projects. Route 53 expansion is not included in this report.

Received estimate for the door in the receiving room damaged by the overnight library material delivery service contracted by RAILS.

Update: The mirror etching of all the tile donors will need to be reworked to accommodate all the names.

Adult Services Manager Maggie Ryan will be retiring at the end of May.

Circulation reported overdues items were drastically up from a year ago. Being fine-free was certainly a factor, but there was also a glitch discovered in the system's auto renewal feature that was allowing delinquent accounts to autorenew instead of blocking them. Add to that a couple of patron with accounts severely in arrears and the numbers are all out of whack. We will monitor to see if things now level out to whatever the new "normal" rate of overdues will be.

## 13.0 Adjournment

Trustee Wolfe made a motion to adjourn at 8:15 p.m. seconded by Trustee Hoenig. The motion passed.

Approved 04/18/19

/s/Terri Voss, Secretary pro tem

FPLD Board of Library Trustees