

Fremont Public Library District
Regular Monthly Board Meeting
June 16, 2016

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 6:00 p.m. on Thursday June 16, 2016.

2.0 Roll Call

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

Also Present: Scott Davis, Director; Becky Ingram, Assistant Director; 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 June 16, 2016; seconded by Trustee Armstrong. The motion passed by voice vote.

4.0 Concerns of the Public – No Public

5.0 Correspondence

1. The Village of Mundelein extended an invitation to Director Davis to participate in their Residential Real Estate Brokers tour of Mundelein.

6.0 Secretary's Report

6.1 Trustee Hoenig made a motion to approve minutes of regular monthly Board meeting of May 19, 2016, seconded by Trustee Mallquist. The motion passed by voice vote.

6.2 Trustee Hoenig presided over a review of the minutes and recordings of all closed sessions that have not yet been released for public review, and determination of which minutes, if any, may be released. After review Trustee McCue made a motion to keep closed all closed session minutes 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 May 2016 for review.

7.2 Trustee Mallquist made a motion to approve Lists of Checks for June 2016 and to authorize the payment of bills and salaries, and to make transfers, seconded by Trustee Armstrong. Roll was called and the motion passed.

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

7.3 Trustee Mallquist made a motion to approve transfer of \$200,000 from Corporate Fund to Special Reserve Fund, seconded by Trustee Erickson. Roll was called and the motion passed.

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

7.4 Trustee Mallquist made a motion to approve Estimate of Revenues and Working Budget for FY 2016-17, seconded by Trustee Erickson. Some discussion took place. The audiovisual budget was increased to include interactive media. The personnel line decreased due to reductions in workforce following some retirements. The Roll was called and the motion passed.

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

8.0 Policy/Planning

8.1 Trustee Armstrong made a motion to adopt ordinance No. FY 2015-16-105, An ordinance Adopting Prevailing Wage Rates, seconded by Trustee Hoenig. Director Davis said that the prevailing wages are still set at 2015 rates until State of Illinois determines new rate. The motion was passed by voice vote.

8.2 Trustee Armstrong made a motion to approve revised Non-resident Library Card Policy, seconded by Trustee Mallquist. Director Davis explained to new trustees the formula used to calculate the nonresident card fee at \$390. The motion passed by voice vote.

8.3 Trustee Armstrong made a motion to adopt Ordinance No. FY 2015-16-106, An Ordinance Providing For Cash Contributions through Developer Donations, seconded by Trustee Hoenig. The motion passed by voice vote.

8.4 Trustee Armstrong made a motion to adopt Ordinance No. FY 2015-16-107, An Ordinance Establishing Regular Monthly Board Meetings for FY 2016-17, seconded by Trustee McCue. Discussion took place regarding a proposed change of the start time from 6:00 p.m. to 6:30 p.m. and to move the date of the October meeting back one day from the 20th to the 19th. The motion passed as revised by voice vote.

8.5 Trustee Armstrong made a motion to approve list of Scheduled Closings for FY 2016-17, seconded by Trustee Mallquist. With Christmas and New Year's falling on consecutive weekends this year, Director Davis recommended that the library be open for normal operating hours on New Year's Eve to avoid being closed to the public both Saturday and Sunday two weeks in a row. The motion was passed by voice vote.

9.0 Personnel

9.1 Trustee Hoenig made a motion to move into Closed Session at 7:16 p.m. regarding an employee issue, as authorized by 5 ILCS 120/2(c)(1), seconded by Trustee Armstrong. Roll was called and the motion passed.

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

Trustee McCue made a motion to resume Open Session at 7:39 p.m. Roll was called and the motion passed.

Trustees Present: Wolf, Ross, McCue, Mallquist, Hoenig, Erickson, and Armstrong,

Also Present: Davis, Ingram, and Kruse

9.2 Trustee Hoenig made a motion to approve performance review, annual salary increase of \$4,000 and goals for 2016-17 for Library Director Davis, seconded by Trustee McCue. Roll was called and motion passed.

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

10.0 Physical Facilities

An expert was consulted regarding the parking lot repairs. Preliminary recommendation is that the repairs be done sooner rather than later.

All expenses for the renovation project have been paid.

11.0 Board President's Report – No Report

12.0 Library Director's Report

12.1 Trustee McCue made a motion to approve purchase of new telephone system, seconded by Trustee Ross. Some discussion took place. The motion passed by voice vote.

12.2 The Auditors letter of engagement was received and accepted. Director Davis reported that there is a bill in the State Legislature that would require switching auditors every few years, although it may be permissible to have a different auditor within the same firm be engaged.

Other business: The Library will have a presence at the Mundelein Farmers Market this summer featuring "Using the Library Remotely".

FPLD has again organized the area libraries' participation in Lake County Fair in July. More libraries participated this year so Fremont staff and Trustees have fewer time slots to fill.

Director Davis was interviewed twice recently by the Daily Herald regarding the "shell space" and Little Free Libraries.

13.0 Adjournment

Trustee McCue made a motion to adjourn at 7:45 p.m. seconded by Trustee Erickson. The motion passed.

Approved 07/21/2016

/s/Steve Hoenig, Secretary

FPLD Board of Library Trustees