

Fremont Public Library District
Regular Monthly Board Meeting
September 19, 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 Tuesday September 19, 2017.

2.0 Roll Call

Trustees Present: Steve Hoenig, Jenny Ross, Terri Voss, Terry Wood, Tony Vasquez, Marla Wolf, and Carol Mallquist

Also Present: Scott Davis, Director and Susan Kruse, Recording Secretary

3.0 Approve Agenda

Trustee Vasquez made a motion to approve the agenda for the Fremont Public Library monthly Board meeting dated September 19, 2017, seconded by Trustee Voss. The motion passed by voice vote.

4.0 Concerns of the Public – No public

5.0 Correspondence

1. The Department of Labor sent another revision to the Prevailing Wage schedule for Lake County.
2. Comcast sent two notices of alleged infringements under the Digital Millennium Copyright Act for copyrighted materials being downloaded using BitTorrent on the library's public internet access.
3. Director of Round Lake Area Library sent note expressing thanks for the donated materials to help restock an elementary school library that suffered flood damage this summer.

6.0 Secretary's Report

6.1 Trustee Ross made a motion to approve minutes of regular monthly Board meeting of August 17, 2017, seconded by Trustee Hoenig. Some clerical and punctuation errors were noted. The motion passed by voice vote.

7.0 Finance / Treasurer's Report

7.1 Trustee Hoenig presented the Finance Report for August 2017 for review and to be placed on file for audit.

7.2 Trustee Hoenig made a motion to approve Lists of Checks for September 2017 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: Wood, Wolf, Vasquez, Mallquist, Hoenig, Voss, and Ross

7.3 Trustee Hoenig made a motion to adopt Ordinance No. FY 2017-18-101, Combined Annual Budget & Appropriation Ordinance, seconded by Trustee Voss. Roll was called and the motion passed.

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

7.4 The annual Statement of Cash Receipts and Disbursements was reviewed. Treasurer Hoenig certified the document as being correct. This information will be available in the annual audit report and will be placed on file for public review.

Director Davis explained the Property Tax Extension Limitation Law (PTELL), which limits the increase in property tax extensions to 5% or the previous year's Consumer Price Index (CPI) whichever is less. PTELL factor for 2018 is 2.1% based on CPI from 2016. Director Davis will present the Estimate of Levy at next month's Board meeting.

7.5 Audit update: IL Comptroller has agreed to let local governments that use a cash basis of accounting to go ahead and prepare their 2017 financial statements on that basis. The Attorney General's office has been asked to review and make an opinion on the Comptroller's assertion that the law requires all units of government to instead use an accrual basis. Pending that review and opinion, Director Davis will ask the Illinois Public Policy Committee to consider legislative efforts to allow local government to continue using a cash basis of accounting. As it stands now local governments have until 2019 to comply with the modified accrual basis of accounting.

8.0 Policy / Planning

Trustee Wolf, liaison for the Friends of the Library, gave a report on their most recent meeting.

9.0 Personnel

9.1 Department of Labor (DOL) has reversed court ruling on the Fair Labor Standards Act (FLSA) overtime rule, which increased the exempt salary threshold. The Library changed the exempt status of Librarians I and II positions to non-exempt. Discussion took place regarding reclassifying those employees who were affected by the ruling back to exempt status. Director Davis will discuss with managers and make a recommendation at the next board meeting.

10.0 Physical Facilities

10.1 Revised timetable was reviewed for completion of parking lot project. Dependent on the weather, the library will be closed to the public September 28 - October 1 to mill and pave the parking lot. The irrigation system that was damaged during the project will be repaired by the contractor. Also, outdoor picnic tables, park benches and garbage cans will be purchased for patrons to use in a new seating area in the old bike rack location. A sealant will be applied before winter to all new concrete to help protect it from stains, salt and the elements.

Discussion took place regarding a suitable home for the memorial tiles. The tiles are slippery when wet so they need to be placed in an area that pedestrians will not be walking on, yet will provide easy enough viewing for those who want to find the tiles they donated.

11.0 Board Presidents Report- No Report

12.0 Library Director's Report

12.1 Director Davis has expressed continued interest in the library going "fine free". Elia and Algonquin libraries will discuss their experiences in transitioning to fine free status and how it affected their revenues and customer expectations.

12.2 Per Capita Grant 2018 requirements this year are to read chapter 1-5. Trustees will be responsible for watching a video "Run, Hide, Fight" which covers operational safety in the work place. Per Capita Grant application is due January 15, 2018.

12.3 The Illinois Library Association (ILA) Annual Conference will be in Tinley Park this year. Trustee day is Thursday October 12.

12.4 Adopt-A-Highway cleanup date will be scheduled for some time in October.

13.0 Adjournment

Trustee Hoenig made a motion to adjourn at 8:01 p.m. seconded by Trustee Wolf. The motion passed.

Approved 10/19/17

/s/Jenny B. Ross, Secretary