

Fremont Public Library District
Regular Monthly Board Meeting
October 18, 2018

1.0 Call to Order

Vice President Wolf called to order the regularly scheduled monthly meeting of the Board of Library Trustees for the Fremont Public Library District at 6:36 p.m. on Thursday October 18, 2018.

2.0 Roll Call

Trustees Present: Jenny Ross, Tony Vasquez, Terri Voss, and Marla Wolf

Trustees Absent: Steve Hoenig, Carol Mallquist, and Terry Wood

Also Present: Scott Davis; Director and Becky Ingram; Assistant Director

Trustee Vasquez made a motion that Secretary Ross serve as pro tem for President Mallquist for this meeting, seconded Trustee Wolf. The motion passed by voice vote.

3.0 Approve Agenda

Trustee Voss made a motion to approve the agenda for the Fremont Public Library monthly Board meeting dated October 18, 2018 seconded by Trustee Vasquez. The motion passed by voice vote.

4.0 Concerns of the Public – No public

5.0 Correspondence

Thank you card from resident for the support she received from staff during a medical emergency she had at the library.

6.0 Secretary's Report

6.1 Trustee Voss made a motion to approve minutes of regular monthly Board meeting of September 20, 2018, seconded by Trustee Wolf. Clerical corrections noted. The motion passed by voice vote.

6.2 Trustee Vasquez made a motion to approve minutes of Budget & Appropriation Hearing of September 20, 2018 seconded by Trustee Wolf. The motion passed by voice vote.

7.0 Finance / Treasurer's Report

7.1 Trustee Vasquez presented the Finance Report for September 2018 for review and it will be placed on file for audit. Trustee Vasquez reviewed the balance sheet. Bond & Interest Funds were moved to the Special Reserve Fund in July but was not reflected in the Finance Report until September. The water budget line was also discussed since the bill seemed higher than typical. Director Davis will look into it.

7.2 Trustee Vasquez made a motion to approve Lists of Checks for October 2018 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, and Ross

Absent: Hoenig, Mallquist, and Wood

7.3 Trustee Vasquez made a motion to approve annual financial audit for FY 2017-18, seconded by Trustee Wolf. Director Davis reported that the audit went very well. Trustee Voss inquired as to how long the current auditing firm has been used and if the library had a policy requiring that audit firms be changed at regular intervals. Director Davis will investigate what policies other area libraries have concerning the frequency of changing auditors and will report at the next board meeting. Roll was called and the motion passed.

Yes: Vasquez, Wolf, Ross, and Voss

Absent: Hoenig, Mallquist, and Wood

8.0 Policy / Planning

8.1 Trustee Vasquez made a motion to approve revised Video Surveillance Policy, seconded by Trustee Wolf. The motion passed by voice vote.

8.2 Trustee Vasquez made a motion to approved revised Photography and Video Recording policy, seconded by Trustee Wolf. The motion passed by voice vote.

9.0 Personnel – The library is now fully staffed.

10.0 Physical Facilities

10.1 An engineer from ComEd came out to do an energy audit of the Library and the results will be available in a few weeks. The current incentive program will conclude at the end of the year so Director Davis is hoping to get incentives locked in before it ends. A new round of incentives will start in 2019, but it is not yet known if the dollar amounts will change. Davis is also recommends that an architect be hired for the project to get the right design and lighting for the environment.

11.0 Board Presidents Report

Trustee Wolf reported on the Friends monthly financials and the success of the most recent book sale. Hawthorn Gardens will do holiday plantings for the urns in front of the Library in November and the Friends annual holiday luncheon will be December 12 at Dover Straits.

12.0 Library Director's Report

12.1 The Trustees and staff have fulfilled the 2018 Per Capita Grant requirements. Davis will have application completed for next month's board meeting.

12.2 Health insurance open enrollment begins November 5. The health coverage offered will remain the same as last year with an increase of only 2 percent. Dental, vision and life policies saw no increases.

12.3. Adopt-A-Highway rescheduled cleanup date is yet to be determined.

13.0 Adjournment

Trustee Wolf made a motion to adjourn at 7:37 p.m. seconded by Trustee Vasquez. The motion passed.

Approved 11/15/18

/s/Jenny B. Ross, Secretary