

Fremont Public Library District  
Regular Monthly Board Meeting  
November 15, 2018

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 6:30 p.m. on Thursday November 15, 2018.

2.0 Roll Call

Trustees Present: Jenny Ross, Tony Vasquez, Steve Hoenig, Carol Mallquist, Terry Wood, Marla Wolf (arrived at 6:34), and Terri Voss (arrived at 6:38)

Also Present: Scott Davis; Director and 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 November 15, 2018 seconded by Trustee Wood. The motion passed by voice vote.

4.0 Concerns of the Public – No public

5.0 Correspondence

Two notices received from the Illinois Department of Labor stating that the Prevailing Wages for certain construction trades in Lake County have been modified.

6.0 Secretary's Report

6.1 Trustee Ross made a motion to approve minutes of regular monthly Board meeting of October 18, 2018, seconded by Trustee Vasquez. Clerical corrections noted. The motion passed by voice vote.

7.0 Finance / Treasurer's Report

7.1 Trustee Hoenig presented the Finance Report for October 2018 for review and it will be placed on file for audit. Trustee Hoenig reviewed the balance sheet.

7.2 Trustee Hoenig made a motion to approve Lists of Checks for November 2018 and to authorize the payment of bills and salaries, and to make transfers, seconded by Trustee Wood. Roll was called and the motion passed.

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

7.3 Trustee Hoenig made a motion to approve Ordinance No. FY 2018-19-102, An Ordinance Levying Taxes For Library Purposes for FY 2019-20, seconded by Trustee Vasquez. Roll was called and the motion passed.

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

7.4 Discussion was held over the idea of periodically changing auditing firms. Last month Director Davis was asked if other libraries have policies dictating that they change auditors every so many years; his survey results did not yield any libraries with such a policy, but several did report that they periodically switch anyway as a practice. There was some discussion about the merits of continuing to use the current firm versus the benefits of a fresh set of eyes. It was agreed that Director Davis should put together a request for proposals and entertain offers from competing auditing firms, but to also allow the current firm to make a case for keeping the account. An RFP will be put out at the beginning of the new year.

8.0 Policy / Planning – no report

9.0 Personnel – no report

10.0 Physical Facilities

10.1 Lighting project update – the initial energy audit was conducted and the results reviewed. The library is eligible for thousands of dollars in incentives to help offset the lighting replacement costs. The next step is for

the Metropolitan Mayors Caucus to assist the library in getting the preliminary application turned in to ComEd. Also, additional incentives are available as instant rebates on certain products ordered directly from suppliers.

10.2 Water bill update – the Village of Mundelein provided a report showing that the recent water bill which was questioned for being high actually falls within the library's average usage over the last three years.

#### 11.0 Board Presidents Report

11.1 Friends update – Trustee Wolf reported on the Friends' recent book sales and their holiday lunch plans.

#### 12.0 Library Director's Report

12.1 2018 Per Capita Grant application was presented.

12.2 Election Day recap – things went smoothly with the exception of a few individuals who were not pleased that electioneering is allowed on library grounds on Election Day. Staff are well-versed in our role as a voting site and the rights of individuals but some people complained regardless of what the law states. There also continues to be a problem with election signs being taken from in front of the library by what appear to be county highway workers. Calls made to the Clerk's office asking for assistance were made but no one reported back to the library about these concerns.

12.3 Strategic Direction was reviewed. Most of the items originally placed into the plan have been achieved. It is intended to be a living document, so updates will be added to keep it relevant to the library's needs.

#### 13.0 Adjournment

Trustee Wolf made a motion to adjourn at 8:29p.m., seconded by Trustee Hoenig. The motion passed.

Approved 12/20/18

/s/Jenny B. Ross, Secretary