

**FREMONT PUBLIC LIBRARY  
BOARD OF TRUSTEES MONTHLY MEETING  
12-21-2023 MINUTES**

1. Regular board meeting was called to order at 6:00 pm.
2. Trustees Present: Kasten, MacKay, Nalezny, Pflug Mounce, Smogor, Wilmes, Cole-Burns.  
Also Present: Laura Long, Director, Becky Ingram, Assistant Director, and Stacy Tovar, Business Manager.
3. Kasten made a motion to approve the agenda seconded by Wilmes. Motion passed by voice vote.
4. Secretary's report: Smogor made a motion to approve the Truth in Taxation Hearing of November 16, 2023 and regular monthly Board meeting minutes of November 16, 2023 seconded by Kasten. Motion passed by voice vote.
  - 4.1. Nalezny made a motion to open the minutes from the closed sessions of August 22 & 23, 2023 and September 16, 2023 seconded by Kasten. Motion passed by voice vote.
  - 4.2. Nalezny made a motion to destroy the recordings from the closed sessions May 31, 2022 and June 16, 2022 seconded by Wilmes. Motion passed by voice vote.
5. The monthly Finance report for November 2023 was presented. Several inquiries were posed and responded to in a satisfactory manner. Nalezny praised Kasten for presenting questions before the board meeting, allowing the staff ample time to compile responses.
  - 5.1. Kasten made a motion to the Lists of Checks for December 2023 and to authorize payment of bills and salaries, and to make transfers seconded by MacKay. Roll was called. Yes: Cole-Burns, Kasten, MacKay, Pflug Mounce, Smogor, Wilmes, Nalezny. Motion passed.
  - 5.2. Kasten reviewed and certified the Statement of Cash Receipts and Disbursements.
6. Committee reports: Long requested a meeting for the Planning & Policy Committee to discuss a streamlined agenda and patron-facing policies. She will be contacting the committee members via email to arrange a suitable date and time for the meeting.
7. Board Presidents Report: Nalezny commented on the Heat Map reports provided from CCS which help pinpoint which areas of our district have the most library cards. The trustees also inquired on the EV Charging Stations and the grants that ComEd will provide. Long explained that the "shovel ready" proposal from the installation company will help initiate the project if funds are released from ComEd. Nalezny asked if the Facilities report could include the projects that will be moving forward by priority. Ingram was able to explain the changes in the graphic novel collection. Kasten inquired on the designated donations and Ingram explained how the funds are applied. Multiple trustees commented on other building improvements that could be on the list of projects. Cole-Burns commended the library's recent outreach and the information brought forward in the department reports.
8. Other Business: Kasten made a motion to approve amendments to the Employee Handbook to go into effect January 1<sup>st</sup>, 2024, including the Paid Leave for All Workers Policy, changes to the Vacation Policy, and changes to the health insurance policy seconded by Smogor. Discussion ensued. Motion passed by voice vote.
  - 8.1. Kasten made a motion to approve audited financial reports for FY2022-23 seconded by MacKay. Discussion ensued. Roll was called. Yes: Cole-Burns, Kasten, MacKay, Pflug Mounce, Smogor, Wilmes, Nalezny. Motion passed.
  - 8.2. The Decennial Committee Timeline was discussed and the next meeting will be held at the April regular monthly meeting.
  - 8.3. Discussion of Board Training Opportunities will continue. The board also looked at the compiled list of acronyms and agreed it will be helpful for all the library jargon that is used.
9. Nalezny adjourned the meeting at 6:57 pm.

Approved

/s/Sharon Smogor, Secretary

1/18/2024