

Fremont Public Library District
Regular Monthly Board Meeting
May 18, 2023

1. Call to Order
Library Director Scott Davis called to order the regular monthly meeting of the Board of Library Trustees for the Fremont Public Library District at 6:00 p.m.
2. Swearing in of newly elected trustees took place immediately prior to the meeting.
3. Roll Call
Trustees Present: Kelsey Cole-Burns, Jay Kasten, Laurie MacKay, Jodie Nalezny, Micki Pflug Mounce, Sharon Smogor and Allison Wilmes
Also Present: Scott Davis, Director; Becky Ingram, Assistant Director
4. Kasten made a motion to approve the agenda; seconded by Nalezny. The motion passed by voice vote.
5. Election of Officers
 - 5.1 Kasten made a motion, and Smogor seconded, to nominate Nalezny for President, MacKay for Vice President, Kasten for Treasurer and Smogor for Secretary. The roll was called:
Yes: Cole-Burns, Kasten, MacKay, Nalezny, Pflug Mounce, Smogor, and Wilmes
The motion passed.
6. Public comment – One person in attendance offered well-wishes to the incoming Board.
7. Secretary's Report
 - 7.1 Smogor made a motion to approve minutes of the regular monthly meeting of April 20, 2023; seconded by Wilmes. The motion passed by voice vote.
8. Treasurer's Report
 - 8.1 Kasten presented the monthly Finance Report for April 2023. Davis reviewed the basics of how to review the monthly finances.
 - 8.2 Kasten made a motion to approve lists of checks, payment of bills and salaries, and transfers for May 2023; seconded by Smogor. MacKay asked about the purpose for two checks to a vendor; Davis explained it was for two separate maintenance jobs. The roll was called:
Yes: Cole-Burns, Kasten, MacKay, Nalezny, Pflug Mounce, Smogor, and Wilmes
The motion passed.
 - 8.3 Davis presented drafts of Estimate of Revenues and Working Budget for FY2023-24 and explained the budgeting process he used to come up with the draft figures.
9. Committee Reports
 - 9.1 Finance Committee – no report
 - 9.2 Personnel Committee – a Special Meeting of the Board will be scheduled to discuss the Library Director's job search process.
 - 9.3 Physical Facilities Committee – no report
 - 9.4 Policy and Planning Committee – no report
10. President's Report
 - 10.1 Committee assignments - Nalezny asked the Board members to let her know before the next Board meeting which committees they would be most interested in serving on.
 - 10.2 Davis stated an Adopt-A-Highway cleanup needs to be scheduled soon and described how the program works in conjunction with the County Department of Transportation.
 - 10.3 Davis reminded the Trustees to be mindful of their obligations under the Open Meetings Act whenever gathering in groups and urged the new Trustees to complete their OMA training within 60 days of taking office.

11. Director's Report

- 11.1 Remodeling project update was given by Davis. Phase One is nearing completion without any substantial problems.
- 11.2 The Library's policy on Electioneering – Campaign Free Zone was discussed. At the April Board meeting, Trustee Amber Reid-Schwenk questioned the wording in the policy allowing library staff to remove election signs if posted where the library has indicated the underground irrigation system is located. Davis stated at that time that the attorney had vetted the policy before the Board approved revisions to it last July. Davis reported at the May Board meeting that his statement in April was incorrect; this particular policy was inadvertently omitted from the batch of policies that were sent to the attorney for review. Davis reported that he submitted another draft revision of the policy to the attorney for review, this time with the word "remove" replaced with "relocate" and to clarify that it is the Election Judges who mark off the campaign free zone boundaries. The attorney reviewed this revised draft with others in their firm and concluded that it is substantially in line with state election codes. The policy will be presented for approval at the June Board meeting.

12. Other Business

- 12.1 Kasten made a motion to approve rescheduling the June regular monthly Board of Trustees meeting from June 15 to June 22; seconded by MacKay. Director Davis asked for the meeting to be moved since he will be unable to attend on the 15th due to family obligations. Davis noted that the extra week will aide in closing out the fiscal year.
The motion passed by voice vote.
- 12.2 Smogor made a motion to appoint Assistant Director Rebecca Ingram as Interim Director effective July 1, 2023; seconded by Cole-Burns. Davis endorsed Ingram to serve as Interim given her years of experience as Assistant Director and the integral role she has filled in the remodeling project. Kasten asked about delegation of existing duties, which Ingram pointed out in her monthly report was actively being addressed. Davis also responded that the managers who report to Ingram are now seasoned and capable. The roll was called:
Yes: Cole-Burns, Kasten, MacKay, Nalezny, Pflug Mounce, Smogor, and Wilmes
The motion passed.
- 12.3 Kasten made a motion to approve the committee roster in compliance with the Decennial Census on Local Government Efficiency Act; seconded by MacKay.
The motion passed by voice vote.
- 12.4. A Special Meeting to approve furniture bid packages and to discuss the Library Director search process was scheduled for May 31, 2023 at 6:00 p.m.

13. Nalezny adjourned the meeting at 8:26 p.m.

Approved 06/22/23

/s/Sharon Smogor, Secretary