

Fremont Public Library District
Regular Monthly Board Meeting
January 19, 2023

1. Call to Order
President Hoenig 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.
2. Roll call:
Trustees Present: Jay Kasten, Brenda Pathmann, Amber Reid-Schwenk, Sharon Smogor and Steve Hoenig
Absent: Laurie MacKay, Jodie Nalezny
Also Present: Scott Davis, Director; Becky Ingram, Assistant Director
3. Pathmann made a motion to approve the agenda; seconded by Reid-Schwenk. The motion passed by voice vote.
4. Public comment – none.
5. Secretary’s Report
 - 5.1 Pathmann made a motion to approve minutes of the regular monthly meeting of December 15, 2022; seconded by Kasten. The motion passed by voice vote.
 - 5.2 Pathmann made a motion to approve minutes of the Special Meeting of December 19, 2022; seconded by Smogor. The motion passed by voice vote.
6. Other Business
 - 6.1 Kasten made a motion to accept the low bid for moving services from Hallett and Sons for \$72,565; seconded by Smogor. The roll was called:
Yes: Kasten, Pathmann, Reid-Schwenk, Smogor, and Hoenig
Absent: MacKay, Nalezny
The motion passed.
 - 6.2 Pathmann moved to approve the revised library Administrative Procedures, now called Bylaws; seconded by Kasten. Davis noted the changes discussed at the last meeting were incorporated into the current draft along with some formatting edits. Pathmann asked about the removal of “Correspondence” as standing agenda item; Davis said it came up during committee discussions to remove it since it is not required and there is not always noteworthy correspondence. Davis stated that any important correspondence would be included under the appropriate agenda heading for the subject matter. The roll was called:
Yes: Kasten, Pathmann, Reid-Schwenk, Smogor, and Hoenig
Absent: MacKay, Nalezny
The motion passed.
 - 6.3 Kasten made a motion to extend paid COVID sick hours authorized in Ordinance FY2022-23-102 through the end of Fiscal Year 2022-23; seconded by Pathmann. Davis explained that this would extend the timeframe to use any remaining COVID sick time from the beginning of the current fiscal year through the end of the FY on June 30, 2023. The roll was called:
Yes: Kasten, Pathmann, Reid-Schwenk, Smogor, and Hoenig
Absent: MacKay, Nalezny
The motion passed.
 - 6.4 Reid-Schwenk mentioned she heard from a resident who claimed the library staff who notarized election nomination petitions were not properly checking identification. Davis and Ingram responded that to the best of their knowledge all staff who conduct notary services are trained and follow state guidelines. They noted that the duty of a notary is to verify that the

signature of the person in front of them matches their identification and that they are not charged with determining who is supposed to have signed any nominating petition pages, just that the signature matches the ID of the person standing before them.

6.5 Reid-Schwenk said she recently observed someone in a car in the library's parking lot apparently smoking cannabis. Davis responded that while staff do not actively patrol the parking lot, he was not aware of this being a widespread issue. Davis added it is also realistic to expect that some people do come into the building after having used cannabis, just as some come in after drinking alcohol. Unless there are behavior issues, they will likely come and go without incident. Davis noted two incidents in the last year in which staff strongly suspected a patron of smoking cannabis while inside the building and told them to leave. Davis also informed the board of how bad things can get with news out of Colorado on the temporary closure of library buildings to fumigate and disinfect the ventilation systems due to high levels of crystal meth being smoked in their bathrooms.

7. Treasurer's Report

7.1 Trustee Smogor presented the monthly Finance Report for December 2022.

7.2 Smogor made a motion to approve lists of checks, payment of bills and salaries, and transfers for January 2023; seconded by Kasten. The roll was called:

Yes: Kasten, Pathmann, Reid-Schwenk, Smogor, and Hoenig

Absent: MacKay, Nalezny

The motion passed.

8. Committee Reports

8.1 Finance Committee – no report

8.2 Personnel Committee – no report

8.3 Physical Facilities Committee – no report

8.4 Policy and Planning Committee – no report

9. President's Report

9.1 Kasten reported that the Friends are busy moving their overstock materials in the Shell Space to make room for the interior renovations.

10. Director's Report

10.1 Per Capita grant application will be sent off electronically before the January 31 deadline.

10.2 New laws for 2023 and their potential impacts on the library were discussed, including the CROWN ACT, ODRISA (One Day Rest In Seven Act), unemployment insurance rate increases, and additional coverage mandates in the Child Bereavement Act and group medical insurance.

10.3 Davis met with a security company that offers a robust "panic button" service. In addition to summoning a police response, the system is monitored and provides integrated communication via text links. The system also has a medical emergency call feature that can immediately summon emergency medical technicians. Davis is awaiting a full proposal and pricing information.

10.4 Tic Toc use by the library was briefly discussed. Davis noted how the staff who produce the short videos make sure they are clever and fun and always impart information about the library. The American Library Association recently wrote an article on the topic.

10.5 Long time staff member and Adult Programming Librarian Rachael Rezek has left the library field to work for a state senator. An internal candidate, Abby Ecklund, quickly emerged and was hired to take over programming, which created a part-time librarian vacancy that was also

quickly filled by a veteran librarian who recently retired. Davis commented on how fortunate the library is to lose a valued and experienced professional and find quality replacements in such a short amount of time given the hiring market. A long vacant part time facilities assistant was also recently filled.

10.6 Davis met briefly with a representative from the Loch Lomond homeowners' association and learned of their concerns about the pond behind the library negatively impacting their water quality. Davis stated the library's understanding has been that the pond is not connected to the lake and overflows into the county's stormwater control system along Midlothian Rd. The homeowner's association contends that the pond actually passes under the stormwater system and drains into a creek across the street that eventually feeds into Loch Lomond. Davis will set up a meeting with the homeowners' association and the village to go over the details and address the homeowners' concerns.

11. Hoenig made a motion to adjourn the meeting at 6:49 p.m.; seconded by Kasten. The motion passed by voice vote.

Approved 02/16/2023

/s/Brenda Pathmann, Secretary