

Fremont Public Library District
Regular Monthly Board Meeting
December 15, 2022

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: Laurie MacKay, Jodie Nalezny, Brenda Pathmann, Sharon Smogor and Steve Hoenig

Absent: Jay Kasten, Amber Reid-Schwenk

Hoenig made a motion to allow Kasten to participate in the meeting remotely, as authorized by the 5 ILCS 120/7 and the Library's Internal Administrative Procedures; seconded by Pathmann. The roll was called:

Yes: MacKay, Nalezny, Pathmann, Smogor, and Hoenig

Absent: Reid-Schwenk

The motion passed.

Updated Roll Call:

Trustees Present: Jay Kasten (remote), Laurie MacKay, Jodie Nalezny, Brenda Pathmann, Sharon Smogor and Steve Hoenig.

Absent: Amber Reid-Schwenk

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

3. Smogor made a motion to approve the agenda; seconded by MacKay. The motion passed by voice vote.

4. Public comment – none.

5. Correspondence – nothing of note.

6. Secretary's Report

6.1 Pathmann made a motion to approve minutes of the Truth in Taxation Act Hearing of November 17, 2022; seconded by Smogor. The motion passed by voice vote.

6.2 Pathmann made a motion to approve minutes of the regular monthly meeting of November 17, 2022, as corrected; seconded by Nalezny. The motion passed by voice vote.

6.3 Pathmann made a motion to approve minutes of the Ad Hoc Committee on Internal Administrative Procedures meeting of December 5, 2022; seconded by Nalezny. The motion passed by voice vote.

6.4 Pathmann made a motion to approve the destruction of the Closed Session audio recordings from April 1, 2021, April 15, 2021, May 6, 2021 and May 15, 2021; seconded by Smogor. The motion passed by voice vote.

6.5 Pathmann made a motion to open the Closed Session minutes from June 16, 2022; seconded by Nalezny. The motion passed by voice vote.

6.6 Pathmann made a motion to approve the destruction of audio recordings from meetings held remotely during COVID on January 21, 2021, February 18, 2021 and March 18, 2021; seconded by MacKay. The motion passed by voice vote.

7. Treasurer's Report

7.1 Treasurer MacKay presented the monthly Finance Report for November 2022.

7.2 MacKay made a motion to approve lists of checks, payment of bills and salaries, and transfers for December 2022; seconded by Nalezny. Smogor asked about the liability insurance expenditure slightly exceeding the budgeted amount. Davis replied that the library's insurance broker stated that insurers are raising premiums on certain liability policies like Directors & Officers due to employers being sued by employees over past COVID policies. The library had no such policies but is still being affected by industry-wide increases. Smogor also asked about a check to Johnson Controls, which Davis explained was for the long-awaited replacement of the main fire alarm panel. Hoenig noted interest income has increased well beyond the budgeted amount due to the Fed raising interest rates. The roll was called:
Yes: Kasten, MacKay, Nalezny, Pathmann, Smogor, and Hoenig
Absent: Reid-Schwenk

The motion passed.

7.3 Davis reviewed the Statement of Cash Receipts and Disbursements for FY2021-22.

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

8.5 Internal Administrative Procedures Ad hoc Committee – Chair Nalezny presented the latest draft for review and discussion. In accordance with amendment procedures, the final draft will be presented for approval at the January regular monthly Board meeting. President Hoenig thanked the committee for their work.

9. President's Report

9.1 President Hoenig reminded the Board of the Special Meeting of the Board on December 19, 2022 for the purpose of awarding the construction bids for the upcoming remodeling project. Davis briefly reviewed the various bid packages and number of contractors who attended the pre-bid walk-through.

9.2 The 2023 Per Capita Grant application and Board review requirements were reviewed. The library is meeting the various standards listed in the checklists for each chapter of Serving Our Public. The application can now be completed and submitted by the January 31, 2023 deadline.

9.3 Trustee Kasten gave a brief update on the Friends who are working hard to thin out their collections and accommodate the space allocated to them in the Shell Space.

10. Director's Report

10.1 Another intergovernmental training session was held with staff from the Village of Mundelein, Mundelein Parks and Recreation District, Mundelein High School District 120, Mundelein Elementary School District 75 and newcomers Fremont School District 79. The shared vision statement that All are Welcome and Valued in Mundelein was re-approved and the staffs shared services each offers that may not be commonly known, which will be expanded on in future meetings. Davis noted that these efforts will be included in the report to the county when complying with the Decennial Committees on Local Government Efficiency Act.

10.2 Davis reported on some new hires on staff, including filling the long-vacant weekend Facilities Assistant position.

10.3 Management team recently discussed doing away with locking DVD/BluRay cases as they are a cost that really does not serve as a theft deterrent. High-theft items are already kept behind the Circulation desk, so the question is why keep spending money on more expensive cases for low theft items? Also discussed among managers was whether or not to fully remove plexiglass barriers from public service desks. Davis reported that it is still very mixed among other libraries to have barriers still in place and that at this point it is more about individual comfort levels than actual protection.

10.4 Davis reported on continuing efforts related to the potential loss of analog phone line service. An alternate proposal is being sought and preliminary discussions show significant savings over the what was proposed by the current provider. Elevator emergency call buttons, burglar alarms, credit card swiper, fax machines and panic buttons are among the analog connections currently used by the library.

10.5 Davis reported on the public annexation hearing held by the Village of Mundelein and the Wirtz family's proposal to develop approximately 750 acres of land inside the library's district boundaries. Davis went over the general nature of the proposal and its 25 year timeline.

10.6 Davis reported that the Governor extended his Disaster Proclamation for another 30 days, providing the Board of Trustees with the ability to conduct remote meetings if the Board President deems the local conditions warrant it.

10.7 Davis noted that the staff would again receive a small cash bonus per person as has become custom, given that the finances allow for it and performance merits it.

11. Other Business

11.1 Pathmann made a motion to approve the audited financial statements for FY2021-22 as presented; seconded by Nalezny. There was some discussion; Davis noted a few comments in the management report that were carried over from the previous year but which had been addressed by library administration. The auditor agreed they were no longer relevant and removed the comments. The roll was called:

Yes: Kasten, MacKay, Nalezny, Pathmann, Smogor, and Hoenig

Absent: Reid-Schwenk

The motion passed.

11.2 Davis was asked how many people filed to run for the four open seats on the Board in the Aril Consolidate Election. He reported that five applicants filed to be candidates, including one incumbent in Sharon Smogor, so there will be a contested election.

12. Hoenig made a motion to adjourn the meeting at 7:12 p.m.; seconded by Smogor. The motion passed by voice vote.

Approved

/s/Brenda Pathmann, Secretary – 1/19/2023