

November 19, 2018

Board President Larry Jirsak called the meeting to order at 3:34 p.m. in the library board room.

Roll Call

The following members were present: Larry Jirsak, Earl Underwood, and Shari Kment. Also present was Library Director Walker, ACA Shane Wimer and Senior Office Associate Tracy Parr. Tracy will be recording the meeting minutes.

Notice of Meeting and Agenda

The meeting was preceded by publicized notice in the Fremont Tribune and the agenda displayed in the municipal building, online at www.fremontne.gov/library and distributed. A copy of the open meeting law is posted continually for public inspection and is located near the entrance to the Board Room.

Reading of Minutes

Discussion held regarding the Three Rivers Health presentation on October 15, 2018 and the minutes regarding that presentation. Board Member Underwood made a motion to amend the October 15, 2018 minutes to add that no action was taken to new business section under Three Rivers Discussion in regards to the use of the public meeting spaces and placing a prophylactic box at the circulation desk.. Board Member Underwood made the motion to approve the minutes as amended and Board Member Kment seconded it, with the minutes approved as amended. Carried.

Agenda

Following the discussion above regarding the amended minutes, discussion was held on whether or not a vote had been taken in regard to the Three Rivers Health prophylactic box placement during the last meeting. Because the minutes from October 15th did not reflect the decision of the Board in regards to the prophylactic box, President Jirsak recommended an amendment to the agenda to get accurate minutes recorded to reflect the decision made by the Board on October 15th. To insure accuracy of documentation, Board Member Kment made a motion to amend the agenda for an official vote to be reflected in the minutes. Board Member Underwood seconded the amended agenda. Carried.

Unfinished Business

1. Library Handbook Review. Tabled until the December meeting.
2. Three Rivers Health Vote following a discussion from the Board. A decision was made on October 15th to not allow the placement of a prophylactic box at the circulation desk. An official vote was not recorded at that time so a vote was motioned to correct the error. Board Member Kment made a motion for an official vote to not allow the prophylactic box at the circulation desk. Board Member Underwood seconded it. Carried.

New Business

1. Discuss Trust Funds. Director Walker explained the three trust funds were all donated to the Keene Memorial Library and are currently in the city funds. The Board unanimously voted to recommend to the City to transfer the funds to Fremont Area Community Foundation, Friends Of Keene Memorial Library Expansion Fund for investment.

Reports

1. Director's Report - Director Walker let the Board know that the Halloween extravaganza and tree lighting events were a success, with well over 300 in attendance at the tree lighting event alone. She stated that Santa and Mrs. Claus would be at the library again December 20th from 4-5 for story time. She informed the Board that as part of the picture book city project, over 8,700 books were shifted, moved and re-classified on Sunday November 18th and the morning of Monday the 19th. Director Walker mentioned that the rent a librarian project, digital drop in events, language table programs and Hispanic outreach are all going well. She said we are still working on switching out the printers & software for the public machines and that it would be \$2,700 every year to maintain it. Budget talks should start early next year and we are currently under budget. She stated that the new City Council members have expressed support for the library. She also let the Board know we have had a couple of incident reports recently.
2. Expansion Committee Report. Director Walker stated there would be fundraising events coming up. Still working on getting in touch with potential donors.
3. Friends of the Library Report. Nothing to report.

With no further business, motion to adjourn was made at 4:30 p.m. with Board Member Underwood making the motion and Board Member Kment seconding it. Carried.

(Signed) by Tina Walker, Library Director

FUND 21 ACTIVITY 63 - TRUST BREAKDOWN
 FOR FISCAL YEAR 10/01/17 - 09/30/18
 ACTIVITY THROUGH 9/30/18 PRELIMINARY

	Police 8009	Libr Small Gift 8011	Myers 8012	Tiegeler 8007	Wiyssel 8003	Total
PERMANENT PRINCIPAL	\$ -	\$ -	\$ 100,000.00	\$ 25,000.00	\$ -	\$ 125,000.00
BEGINNING BALANCE 10/01	\$ 2,632.91	\$ 2,809.66	\$ 103,950.63	\$ 26,945.38	\$ 42,066.34	\$ 178,404.92
CD INTEREST	\$ -	\$ -	\$ -	\$ -	\$ 755.00	\$ 755.00
EXPENSES	\$ -	\$ -	\$ (3,000.00)	\$ -	\$ -	\$ (3,000.00)
CHECKING INTEREST	\$ -	\$ 0.13	\$ 4.72	\$ 1.26	\$ 2.00	\$ 8.12
ENDING BALANCE 12/31	\$ 2,632.91	\$ 2,809.79	\$ 100,955.36	\$ 26,946.64	\$ 42,823.35	\$ 176,168.04
OVERSPENT PRINCIPAL			\$ -	\$ -		
REMAINING PRINCIPAL	\$ 2,632.91	\$ 2,809.79	\$ 955.36	\$ 1,946.64	\$ 42,823.35	\$ 51,168.04
ACTIVITY 63 - TRUST BREAKDOWN						
Less 101 Cash			\$ 176,168.04			
Less 103 Investments			\$ 16,168.04			
			\$ 160,000.00			
			\$ (0.00)			

Tiegeler - income to be used for upkeep of 2nd fl lounge & fountain and excess to be used for beautification of grounds, general upkeep of interior/exterior of the buildings. Under supervision of library board. Accumulated cash recommended to organize a library branch in out-laying areas

Wiyssel - No requirements. Ann S. recommended to use for books/materials until a major project requires funds

Myers - Supposed to be invested - interest used for books and materials annually. Bonds cashed in 2000 for total of \$100,000 in fund to be kept at minimum \$100,000. Where is the interest? Why isn't this invested as directed by bequeath document?