

FREEPORT PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
January 10, 2018 – 6:00 p.m.

A meeting of the Freeport Public Library Board of Trustees was held in the Library's Boardroom On January 10, 2018. President Jim Ferrar presided and called the meeting to order at 6:00 p.m.

Members Present:     Jim Ferrar                     Jim Bielien  
                               Liz Gridley                     Rebecca Quiggle  
                               Nita White                     Scott Haugh

Members Absent:     Barb Green, Larry Pittsley, Jennie DeVine

Also present were Interim Director Pat Vorwald, Head of Adult Services Laura Keyes, Youth Services Supervisor Anna Doyle, Circulation and Outreach Coordinator Geoff Graham, Foundation Treasurer Troy Lessman, and Attorney Michael Phillips.

Administrative Assistant Connie Hoffman acted as Recording Secretary.

Board President introduced Interim Director Pat Vorwald. Interim Director Vorwald updated the board members on the work she has been doing since starting her job on Wednesday, January 3. Board President Ferrar also introduced Freeport Public Library Foundation Treasurer Troy Lessman and Attorney Michael Phillips who has been representing the library since 2008.

**APPROVAL OF MINUTES**

Scott Haugh moved and Jim Bienlien seconded to approve the December 13, 2017 Board of Trustees meeting minutes. The motion carried.

**FINANCIAL REPORT**

Scott Haugh moved and Rebecca Quiggle seconded to accept the accompanying Financial Reports for December 2017. Motion carried.

Board President handed out a sheet showing calculations for putting the Clock bequest funds to the city versus the foundation. Troy Lessman spoke to the board on behalf of the foundation and explained further how the funds would be treated. Scott Haugh moved and Rebecca Quiggle seconded to put the Clock bequest check of \$299,771 into the Freeport Public Library Foundation, provided that they (Library Foundation) agree to paying the Library 4% per year interest on that amount and that it retain its classification as being “unrestricted” and that we have access to the funds when needed or requested. The motion carried.

**STAFF REPORTS**

Adult Services Supervisor Laura Keyes told the board that she is serving on the Highland Community College Steering Committee. She also told the board about the upcoming Lincoln conference coming in April.

Youth Services Supervisor Anna Doyle reported that she has been asked to do two different storytimes outside of the library. She also told the board about a recent toy donation.

Circulation and Outreach Coordinator Geoff Graham informed the board that the library is looking to partner with the Boys and Girls Club for employment here at the library as a result of a Youth Community Employment Grant.

Salary for Interim Director

President Ferrar brought to the board a recommendation for a salary of \$70,000/year or \$33.65 hour for Pat Vorwald while she is serving as interim director. She began working on Wednesday, January 3 and will be at the library no later than two weeks after Emily begins. Emily will determine if it is necessary for her to remain after her start date of January 29.

Motion: Scott Haugh moved and Rebecca Quiggle seconded to accept the salary recommendation for the Interim Director of \$70,000 a year (\$33.65 / hour) for the period of January 3, 2018 to NLT February 9, 2018. The motion carried.

FY2018 Budget Revisions (Finance Committee)

President Ferrar announced to the board that the Finance Committee needs to meet to discuss changes and appropriations to this year's budget and to begin work on the FY 2019 budget.

Open Meetings Act Training

Attorney Michael Phillips informed the board of a few items in reference to the Open Meetings Act. The board was encouraged to complete the Open Meetings Act training online.

Expectations of New Director

President Ferrar shared the results of the Administrative Committee on the expectations of the new director. Discussion followed with additions and corrections made.

Legal Representation

This item was tabled for the time being, allowing the new director input into the decision. The library will continue to maintain Attorney Phillips for legal representation.

RAILS Safety Issues

President Ferrar told the board of the enlightening information he obtained through the video and encouraged all other board members and staff members to view it. The staff is encouraged to set up training on Safety and Security of library patrons and employees.

No Committee Reports

Meeting was adjourned at 7:30 p.m.