

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

April 11, 1990

AGENDA

1. Call to order.
2. Opening and reading of bids for the purchase of the Hager property
3. Minutes of the meeting of March 21, 1990
4. Correspondence
5. Bills for payment
6. Librarian's report
7. Financial report
8. Old Business
 - A. Impact fees
 - B. Building consultant
 - C. Chamber of Commerce Business Expo
 - D. Steger-South Chicago Heights Project Plus
9. New Business
 - A. Memorial Day Parade
 - B. Crete United Methodist Church--Marketplace
 - C. Registration for ALA conference and PLA preconference
 - D. Library brochure and assignment alert forms
 - E. Necessity for emergency lighting
10. Executive session to discuss real property
11. Adjournment

The meeting was called to order at 4 P.M. by Library Board President Frank Shepley in the board room of the library building. In addition to Shepley, the following Trustees were present: Herb Schultz, Jim Adams, Sandra Klausman, Shirley Murray, and Rose Marie Foley. Absent: Marian Engel. Also present: Head Librarian Sharon Wsol, Larry Tulchinsky representing Schlueter Builders, and Richard Blievernicht.

The secretary opened and read the bids for the purchase of the Hager property. They are as follows: William C. Preston - \$80,000 (cashier's check in the amount of \$8,000); Larry N. Tulchinsky, Schlueter Builders - \$76,900 (cashier's check in the amount of \$7,690); Richard Blievernicht - \$63,700 (cashier's check in the amount of \$6370).

Shirley Murray moved and it was seconded by Herb Schultz that the bid by William Preston in the amount of \$80,000 be accepted for the purchase of the Hager property. On a roll call all present voted Aye. Nays: None. Absent: Marian Engel. MOTION CARRIED.

At 4:10 P.M., Marian Engel joined the meeting. It was decided to send thank you letters to the two losing bidders, but since both were present at the meeting, their cashier's checks were returned to them. Sharon indicated that the real estate sales contract will need to be extended to not more than 21 days since Preston, Friker, and she will be out of town for a week to ten days.

The minutes of the meeting of March 21, 1990 were approved with correction.

Correspondence consisted of the following: Letter from Crete United Methodist Church requesting the use of the Hager House yard on June 18-21 from 9 a.m. to 12:30 p.m.; and a letter from Lorraine Novak of the Frankfort Public Library in regard to the Will County Land Use committee meeting on March 27 when the committee received an incomplete copy of the second draft of the Ordinance regarding development fees. (copies of letters attached.)

Sharon presented the bills for payment. Shirley Murray moved and it was seconded by Marian Engel that the bills be paid. On a roll call, all present voted Aye. Nays: None. Absent: None. MOTION CARRIED.

Sharon reviewed the librarian's report as attached. She mentioned that Martha Schlagel was very impressed with the PLA Workshop she recently attended. Her report is attached. Sharon reported that the technical services department is presently in the process of putting magazines on the computer. The paperback collection will be added next. Sharon mentioned that she had attended the exhibition of the design competition for the Matteson Library.

Treasurer Sandy Klausman reviewed the financial report as prepared by Wm.A. Lau, C.P.A. She indicated that the Budget and Finance Committee will be meeting soon. Salary figures will be reviewed with Beth Mueller who has suggested that those figures be discussed in May, separately from the budget.

OLD BUSINESS

Impact Fees

Sharon has been in communication with Lorraine Novak in regard to the fees and Novak has indicated that it is important that trustees keep in contact with their Will County representatives.

Building Consultant

The report has been sent back to Stoeffel. He will then meet with the staff and the board.

Chamber of Commerce Business Expo

Sharon mentioned that the Library has joined the Chamber of Commerce for a discounted fee: \$37 instead of \$50. At the Friends meeting, Sharon suggested that they might consider joining the Chamber. At the Business Expo in May, the Friends will staff a booth and sell paper backs. Library publicity and book marks will also be available for distribution. The Friends have also agreed to participate in the parade that weekend (May 26.)

Steger-South Chicago Heights Project Plus

The librarian at the Steger-South Chicago Heights Library thanked the board for their letter of support as recently sent.

NEW BUSINESS

Memorial Day Parade

Shirley Murray mentioned that she has been notified that the horse and buggy used by the Board is no longer available. Jim Adams suggested that the participation by the Friends of the Library organization will be sufficient.

Crete Methodist Church - Marketplace

Letter will be sent to the Church informing them that the Hager property has been sold. They can contact the new owner for permission to use the yard.

Registration for ALA conference and PLA preconference

ALA conference will be in Chicago beginning June 23 and will cost about \$71 to attend. When the conference program arrives, Sharon may want to include other staff members to attend for one day. The PLA conference will be in Chicago on June 21 and 22--a readers advisory on mysteries, "When They Ask Who Done It": \$160 for a two day workshop. Trustees indicated they were in favor of Sharon and selected staff members attending conferences.

Library brochure and Assignment alert forms


Beth Hillemann has prepared bibliography fliers and book marks. Pat Aurand is preparing material for youth services, re: parent shelf. Assignment alert forms have been prepared: Salmon color for high school and Junior high; White for elementary schools, middle school. Selected teachers are receiving explanatory letter and forms. A committee is working on a library brochure and costs will be secured from printers.

Necessity for emergency lighting

An emergency lighting system which is wired into the electrical system is very expensive. Herb Schultz moved and it was seconded by Jim Adams that the library investigate the use of wall units. All present voted Aye. Nays: None. Absent: None. MOTION CARRIED.

At 5:25 Jim Adams moved and it was seconded by Marian Engel that the board go into executive session to discuss real property. All present voted Aye. Nays: None. Absent: None. MOTION CARRIED.

The board came out of executive session at 5:35 and the meeting adjourned.



Rose Marie Foley, Secretary