

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

June 20, 1990

AGENDA

1. Call to order.
2. Minutes of the meeting of May 16, 1990
3. Correspondence
4. Bills for payment
5. Librarian's report
6. Financial report
7. Old Business
 - A. Impact fees
 - B. Building consultant
 - C. Hager House sale
 - D. Standards for systems
 - E. Update on emergency lighting
8. New Business
 - A. Per capita grant application
 - B. Building and sites levy
 - C. Computer purchase
 1. Kiwanis donation
 2. CLSI
 - D. Library walk through
9. Executive session to discuss real property and personnel
10. Adjournment

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING - JUNE 20, 1990

The meeting was called to order at 4:35 P.M. by president Frank Shepley in the board room of the library building. In addition to Shepley, the following Trustees were present: Jim Adams, Sandra Klausman, and Rose Marie Foley. Also present were Head Librarian Sharon Wsol and Sue Fagin of the Times Newspapers. Absent: Shirley Murray, Herb Schultz, and Marian Engel.

The minutes of the meeting of May 16, 1990 were approved.

Correspondence consisted of an invitation from the SLS Friends of the Library in regard to their annual "Round Up" on July 24. Trustees should notify Sharon if they wish to attend this meeting in Burr Ridge at SLS headquarters.

Sharon presented the bills for payment. In addition, there is a bill for \$100 due the Lyric Opera for cassette tapes of next season operas. Sandy Klausman moved and it was seconded that the bills be paid. On a roll call all present answered aye. Nays: None. Absent: Murray, Schultz, Engel. MOTION CARRIED. Sharon mentioned that in a statement we have received from Hans Fischer, he has indicated that he has extended additional services but since we have reached contract maximum, we do not owe him for any additional hours.

Librarian's Report was reviewed by Sharon. She mentioned that 265 children have registered for the summer program so far. Circulation statistics are up. Martha Schlagel's report is attached. She will give a more detailed report and presentation at the July Board Meeting.

Sandy presented the financial report as prepared by Wm. A. Lau, C.P.A.

OLD BUSINESS

Impact Fees

The use of impact fees has been passed by the Will County Board. In the next few weeks we should be able to evaluate the fees' "impact" on our library.

Building Consultant

Les Stoeffel will be visiting the library next Thursday for the first time to do some interviewing and discussion with the staff.

Hager House

The sale is moving along. The bank will approve the purchaser's loan based on a termite inspection.

Standards for systems

Zone meetings were to be scheduled to review a draft for setting standards for library systems throughout the state. However, the document was poorly prepared and not well-drafted so the meetings have been temporarily postponed and the project tabled for the time being. SLS is working on a long range plan.

Update on Emergency Lighting

The center hallway seems to be the most reasonable place to put a light. More flashlight will be made available also and be accessible throughout the library.

NEW BUSINESS

Per Capita Grant Application

The per capita grant application is now due in July rather than October. The grant indicates that grant monies will be used for automation projects--especially a terminal in the children's area. Money will also be used to support other automation and to update reference material. These uses of grant money fits into Avenues to Excellence and our long range plan.

Building and Sites Levy

The secretary read the attached Resolution: 1990 - 2. Resolution by the Board of Trustees of the Crete Public Library District, Will County, Illinois to Levy an Additional Tax (.02%). On a roll call, all present voted Aye. Nays: None. Absent: Murray, Schultz, Engel. Resolution passed.

Computer Purchase

Kiwanis donation was in the amount of \$2400. Sharon is considering Computer #386 in the amount of \$1495 which includes the monitor and software. She is also considering an additional printer for the reference desk at a cost of approximately \$350. CLSI - A terminal in the children's department would cost \$9200. If ordered now, it wouldn't be here and available until at least September. Sharon would like to take a short term loan from SLS for the purchase. The money is budgeted, but there is some concern about cash flow. Sandy moved and it was seconded that the board enter into a purchase agreement with SLS to borrow money from the computer fund to finance the purchase of a port. On a roll call all present voted Aye. Nays: None. Absent: Murray, Schultz, Engel. Formal agreement should be ready by the next meeting.

Library Walk-through

Avenues to Excellence suggests that the board members walk through the library and look at it critically--try and see it as the public sees it. Board members are to write up a report to give to Sharon. This report should be done by the August meeting.

At 5:25 P.M., Jim Adams moved and it was seconded that the board go into executive session to discuss real property and personnel. All present voted Aye. Nays: None. Absent: Murray, Schultz Engel. MOTION Carried.

At 6:22 P.M. the board came into open session. Sandy Klausman moved and it was seconded that the board adopt the proposed salary ranges and implement the salaries for the fiscal year 1990-91 and it is to be understood that these are not salary raises but are re-classification adjustments. On a roll call all present voted Aye. Nays: None. Absent: Murray, Schultz, Engel. MOTION CARRIED. President Shepley indicated he had received a letter of support from Marian Engel in regard to the salary proposals.

The meeting was adjourned at 6:30 P.M.


Rose Marie Foley, Secretary