

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
March 20, 1991

AGENDA

1. Call to order
2. Minutes of the meeting of January 16, 1991
3. Correspondence
4. Bills for payment
5. Librarian's report
6. Financial report
7. Old Business
 - A. Report about building program
 - B. Night of 1000 stars program
 - C. Report on disposition of Koelling house
 - D. Library refurbishing update
 - E. Report on street light
 - F. Consequences of April election
8. New Business
 - A. Workshops and conferences
 1. Illinois Library Association conference
 2. Trustee workshop -- April 6
 - B. In-service program with Steger-South Chicago Heights Library District
 - C. Adult reading club
 - D. Election for SLS Board of Directors
 - E. Donation for Post Prom
 - F. TIF district-- Joint Review Board
 - G. Fire extinguishers
 - H. Signatures on IPTIP account
9. Executive session to discuss real property
10. Adjournment

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING - MARCH 20, 1991

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

The minutes of the meeting of January 16, 1991 were approved. (There was no meeting in February.)

Correspondence consisted of the following: A memo from Economy Companies regarding inspection of the library building and noting that the fire extinguishers on premises should be serviced and tagged annually; certificate from the Illinois White House Conference recognizing the library's contribution; a request from the Post Prom Committee for a donation; and a letter from the Village of Crete in regard to Crete Partners Proposed TIF Development. (Copies attached.)

Sharon presented the March bills for payment. (February bills were also distributed but had been paid.) In addition, ^{there} was a bill from the Peotone Insurance Agency for a Treasurer's Bond in the amount of \$1062.50 for two years. Sandy moved and it was seconded that all bills be paid. On a roll call, all Trustees present voted Aye. Nays: None. Absent: Murray. MOTION CARRIED.

Sharon reviewed the attached Librarian's report. She commented that circulation continues to do well.

Sharon presented the financial reports for January and February as prepared by Wm. A. Lau, C.P.A.

OLD BUSINESS

Building Consultant

The third draft has been sent back to Les Stoffel. The board could be involved sometime in the next month. A copy of the draft will be forwarded to board members a few weeks ahead of time. A meeting with Stoffel has been tentatively set for May 1 or April 24 at 4:30 P.M.

Night of 1000 Stars Program

The Friends and Carol are working on a program to be presented on Wednesday, April 17 at 7:30 P.M.

Report on Disposition of Koelling House

The village is waiting for EPA approval for the burning. There is an agreement from the village for the library to sign. Attorney Friker is making a few changes.

Library Refurbishing Update

Carpeting installation and painting have been done. There are still some shades to come. Carpeting needs to be cleaned and ceiling tiles replaced. Friends will be contacted to determine if they would like to donate some wall paper trim for the children's room.

Report on Street Light

Jim Adams will keep trying to get in touch with Phil Bartos regarding a street light.

Consequences of April Election

The incumbents will be elected. There will have to be some office changes since Frank and Rose Marie have both served two consecutive two year terms. Within seven days of the election, the secretary will need to canvas the ballots.

NEW BUSINESS

Workshops and Conferences

Illinois Library Association Annual Conference: Trustee Programming
May 4, 1991 Chicago Hilton. 9 a.m. to 11:45 a.m.
Shirley, Rose Marie and Marian will let Sharon know by March 30 if they can attend.

Trustee Workshop, SLS - April 6. There did not seem interest in attending.

In-Service Program with Steger-South Chicago Heights Library District Avenues to Excellence requires that libraries have periodic in-service programs. Crete and Steger-South Chicago Heights have combined to present an SSLA workshop: personal style survey. Program will be on Friday, May 17 and will be held at the Steger-South Chicago Heights Library. Crete Library will be closed all day. \$200 cost will be split with Steger. Additional \$28 for supplies, ~~and lunch~~. Herb Schultz moved and it was seconded that the in-service program as presented by Sharon be done. All trustees present voted Aye. Nays: None. Absent: Murray. MOTION CARRIED.

Adult Reading Club

Sharon feels we should do something for our adult patrons since we have such a heavy emphasis on children's programs. An adult reading program would have readers sign up and incentives given for completion of books read. Herb moved and it was seconded that Sharon proceed with plans for an adult reading club. All trustees present voted Aye. Nays: None. Absent: Murray. MOTION CARRIED.

Election for SLS Board of Directors

On May 20, the SLS Board will be holding election for their board of directors. Sharon was designated as a delegate with power to vote. Herb indicated that he was not interested in being nominated as a candidate to the board. No other trustees expressed interest.

Donation for Post Prom

Jim Adams moved and it was seconded that a book selected by Sharon be donated to the Post Prom party. On a roll call, all trustees presented voted Aye. Nays: None. Absent: Murray. MOTION CARRIED.

TIF District--Joint Review Board

President Shepley appointed Rose Marie to attend the Joint Review Board Meeting on March 28, 1991 at 2 P.M. in the Village Hall. There will be a public hearing on April 29 at 7:30 P.M. in the Village Hall.

Fire Extinguishers

The extinguishers need to be serviced and a company has been contacted to take care of the matter.

Signatures on IPTIP account

There are three categories on these accounts and the following are authorized to sign:

Wire Transfers: Sharon

Checks only: Herb and Jim

Wire transfers and checks: Frank and Sandy

In House Newsletter

This newsletter is called "Something Extra" and will be distributed at the circulation desk. The first copy is attached.

At 5:50 P.M., Sandy moved and it was seconded that the board go into executive session to discuss real property. All trustees voted aye. Nays: None. Absent: Murray. Motion Carried.

The meeting adjourned immediately after the executive session ended at 5:57 P.M.



Rose Marie Foley, Secretary