

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
July 9, 1991

AGENDA

1. Call to order
2. Minutes of the meeting of June 19, 1991
3. Correspondence
4. Bills for payment
5. Librarian's report
6. Financial report
7. Visitors speak
8. Old Business
 - A. Report on selection of an Architect
 - B. Purchase of coin op and printer
9. New Business
 - A. Grass cutting--1191 Main Street
 - B. Budget and appropriations ordinance--1st reading
 - C. Per capita grant application
9. Executive session to discuss real property
10. Adjournment

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CRETE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING - JULY 9, 1991

The meeting was called to order in the library board room at 4:35 p.m. by President Foley. Others in attendance were: Jim Adams, Frank Shepley, Herb Schultz, Shirley Murray, and Administrative Librarian, Sharon Wsol. Trustees Engel and Klausman were absent.

Following the approval of the minutes, Trustee, Marian Engel joined the group, 4:40 p.m.

Correspondence: The secretary read two letters: 1. Prospect Heights Public Library District inviting the board to their 35th anniversary celebration on July 14, and 2. A request for funds and support for the Pantry from that board.

Bills for Payment: Following Sharon's review, Frank moved and it was seconded to approve payment of the bills. On roll call all members voted aye. Absent: Klausmen. MOTION CARRIED.

Sharon and Jim reviewed the Librarians' Report and the Financial Report respectively.

Old Business

Report on selection of an Architect: The group discussed their tour of the Westmont Library under construction, designed by LZT/Filliung Partnership and tabled any further discussion on this topic until the committee at large meeting on July 24, 1991.

Purchase of coin op and printer : Sharon asked permission from the board to purchase a change making coin op box for the copy machine. This will cut down on staff time spent running off copies for customers. The staff will devise a template to simplify instructions for the user. The coin op would make change for a quarter and costs \$1,045. Sharon would also seek a service contract at a cost of \$99. a year. A Motion was made by Frank to authorize Sharon to purchase a changer/coin op for the copier at a cost of \$1,045., with a maintenance contract costing \$99. a year. Following a second and roll call vote, the Motion Carried unanimously. Absent: Klausman.

Following the next request made by Sharon for the purchase of two printers, one for the circ desk, and one for the reference section, Frank moved that the board authorize Sharon to purchase two printers at a cost of \$407. each. Motion seconded and on roll call all members voted aye. Motion carried. Absent Klausman

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Old Business Cont.

Grass cutting: Based on a review by Jim Adams, Marian moved and it was seconded that Steve Knaack be hired to mow the grass at 1191 Main St. at a cost of \$40. per mowing. On roll call all members present voted Aye. Absent, Klausman. Motion carried.

New Business

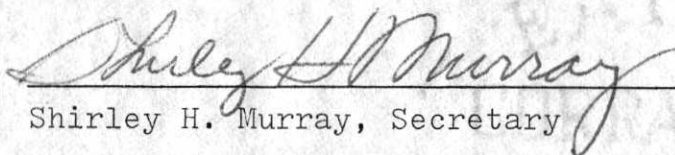
Budget and appropriations ordinance -- 1st reading: The secretary read the Budget and Appropriations F/Y 91-92. It will be posted and published in the newspaper prior to the public hearing on August 21st at 7:15 p.m. The regular meeting will follow at 7:30.

Per capita grant application: The application is completed and the library has requested grant money to be used for computer expenses and upgrading reference material. The population figures presented by NIPSI only show an increase of 280 people over last year. Sharon distributed comparisons of last year's and this year's output measures.

Pantry: In response to the Panty^y Marian moved and it was seconded that the board authorize the library staff to accept food donations to the Pantry in lieu of overdue fines for a two week period to be decided upon by Sharon. On roll call the vote was unanimous to approve. Absent, Klausman. Motion Carried.

Herb moved that the board go into Executive session to discuss real property. Motion Seconded and Carried.

Following return to regular session the meeting was adjourned at 5:55 p.m.


Shirley H. Murray, Secretary