

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES  
July 8, 1992

AGENDA

1. Call to order
2. Minutes of the regular board meeting of June 17, 1992
3. Correspondence
4. Bills for payment
5. Librarian's report
6. Financial report
7. Visitors speak
8. Old Business
  - A. Approval of per capita grant
  - B. Registration for IDFA workshop
  - C. Selection of new trustees -- interview dates
9. New Business
  - A. Presentation of Budget and Appropriation for FY92-93
10. Executive session to discuss appointment of new trustee
11. Adjournment

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

MEETING OF JULY 8, 1992

Present: Trustees Adams, Engel, Foley, Schultz, Shepley and  
Administrative Librarian Wsol.

Also Present: Sue Fagan - Hammond Times.

1. President Foley called the regular monthly meeting to order at 4:35 PM in the Library Board Room.
2. Minutes of the regular monthly Board meeting of June 17, 1992 were read and approved.
3. Correspondence - ON FILE.
  - Correspondence from SLS Consulting Services regarding a presentation by Mr. Ronald Bean, Executive Director of the Illinois Development Finance Authority (IDFA) at Burr Ridge (SLS) on Wednesday July 29, 1992 at 7:30 PM was read.
  - President Foley deferred this item to Old Business.
4. Bills for Payment - ON FILE.
  - The Bills were reviewed and the cost figures for Computer Services and Commonwealth Edison were provided by Sharon Wsol. (Acct. Nos. 15180, 15215 and 15230).
  - It was moved by Shepley and supported by Engel that authorization be given to pay the Bills. On roll call all voted AYE.

MOTION CARRIED.
5. Librarians Report - ON FILE.
  - Sharon discussed the highlights.
    - (a) Per Capita Grant application, Disaster Plan and the Cooperative Collection Management Plan are well on the way to completion.
    - (b) Friends of the Library tabled the election of officers until October.
    - (c) Martha reports that the registration for the Summer Program is at 390, an all time high.
    - (d) The new PC has been installed and plans are to acquire Word Processing software. Word Perfect appears to be the Software of preference.
    - (e) A meeting was held with SLS Consulting Services to discuss the Districts upcoming Operating, and

Appropriations Budget as well as working with the Tax Cap.

- (f) The CL-CAT (on line catalog) has been activated. The Reference Staff is experimenting with searches.

6. Financial Report - ON FILE.

- Sharon reports that there should be a surplus for the Fiscal Year 91-92. Our Accounting Services is preparing for an audit to be conducted in the second week of August.

7. Visitors Speak.

- No visitors.

8. Old Business.

(a) Approval of Per Capita Grant.

- Sharon reviewed the Per Capita Grant Proposal for FY 92-93.
- Some Listed items.
  1. Circulation is up to 6.29 items Per Capita for FY 91-92.
  2. Registration of eligible patrons was up to 61 percent from 55 percent last year.
  3. Intend to use the Grant as follows:
    - \* Purchase Cooperative Development Plan materials.
    - \* Purchase Reference Materials to comply with "Avenues to Excellence".
    - \* Add another terminal at the Circulation Desk.
- Shepley moved that the Per Capita Grant Proposal, as reviewed by Sharon be approved. Adams seconded the motion.

MOTION CARRIED.

(b) Registration for IDFA Workshop on July 29, 1992 at SLS.

- This Workshop is of interest to the Board since it pertains to low cost funding for Major Projects (over \$25,000).
  - \* Foley, Engel, Wsol and Schultz committed to attend.

(c) Selection of a New Trustee.

- Five people have submitted Letters of Interest for the vacant position on the Board. It was agreed that interviews be set up with each candidate in the Board Room at 45 minute intervals at 7:00 PM

on July 15, 1992 and July 23, 1992.

9. New Business.

(a) Sharon presented the First Draft of the Proposed Operating and Appropriations Budget for FY 92-93 and she highlighted the following items.

1. The Book Budget did not change.
2. The Periodical Budget was increased.
3. The AV Budget did not change.
4. Computer Services increased by \$10,000 in order to add a new terminal at the Circulation Desk. A new Laser Reader for the Circ. Desk will be included in the FY 93-94 Budget.
5. Maintenance of Equipment and Equipment Rental have "Flip-Flopped". The copier is paid off and we need to buy separate Maintenance Contracts on the two copiers.
6. The Telephone Install Contract is coming to an end.
7. Money was included in the Budget for new construction.
8. Money to be raised:

Through Taxes --	\$ 360,000
Other Sources --	120,000
Total --	\$ 480,000

9. Sharon explained that with the new Tax Cap, there is the hazard that the District may not be able to take full advantage of the taxing benefits of new property. It was suggested by Legal Counsel and SLS Consulting Services that the Budget be written at a Levy Rate needed to take advantage of new property. When the county calculates the Levy maximum and, if it is less than our Budgeted Levy, use the Truth in Taxation Appeal to explain our action. It is recommended that we follow this advice.

(b) Shepley moved that the First Draft of the FY 92-93 Operating and Appropriations Budget be approved as presented. Adams seconded the motion.

MOTION CARRIED.

On a motion by Engel with support from Shepley, the Board moved to Executive Session at 5:43 PM. The Board returned from Executive Session 5:54 PM.

On a motion by Shepley and a second by Engel, President Foley adjourned the Regular Board at 5:55 PM.

*Then a truth in  
Taxation hearing should  
be held.  
We will adjust the levy.*

*Herb Schultz*

Herbert E. Schultz, Acting Secretary.