

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

January 19, 1994

4:30 P.M.

AGENDA

1. Call to order
2. Minutes of the regular board meeting of December 15, 1993
3. Correspondence
4. Bills for payment
5. Librarian's report
6. Financial report
7. Visitors speak
8. Old Business
 - A. Trustee workshop -- January 31
 - B. Investment plan for bond money
 - C. Migration -- update and amnesty plans
 - D. LZT/Filliung
 1. Building committee meeting
 2. Contract
 - E. Friends of the Library -- President
9. New Business
 - A. Key for cleaning service
10. Executive session to discuss ^{pending}~~probable~~ litigation
11. Adjournment

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

MEETING OF JANUARY 19, 1994

PRESENT Trustees Adams, Engel, Mucha, Murray,
Schultz, Administrator Wsol, Crete Record
Reporter DeMuth, and Times Reporter Wantuch

ABSENT Trustees Foley and Shepley

1. The meeting was called to order by Vice President Schultz at 4:30 p.m. in the Library Board Room.
2. Trustee Murray moved that the minutes of the December 15, 1993 Board meeting be approved. Motion seconded by Adams. All present voted AYE.
Absent Engel, Foley and Shepley

MOTION CARRIED

3. Correspondence - One letter was read by Secretary Mucha. The letter was a thank you card from the library staff for the funds used for the annual Christmas Party.
4. Bills for payment - Sharon reviewed for the Board the Special Reserve Fund expenditures noted in this month's report. After a review of the bills for payment Trustee Murray moved that the bills be paid. The motion was seconded by Mucha. On roll call all present voted AYE.
Absent Engel, Foley and Shepley

MOTION CARRIED

5. Sharon reviewed the Librarian's report highlighting the following:
 - a. The staff has been working with Kendra Gore from LZF regarding the interior design and the staff working space of the new library.

- b. By the first week of February the staff areas will be pretty much completed and additional meetings will be conducted with Sharon and Kendra to start the public area interior design.
 - c. Sharon has recently become a member of SLAAG. This group will be the Legislative Action Advisory Group for SLS. Sharon also explained to the Board the mission of this newly formed committee.
6. Financial Report - Treasurer Adams reviewed the first six month schedule of disbursements and advised the Board that all is in order.

A motion was made by Trustee Murray to authorize Sharon Wsol to move funds to and from the IPTIP account and the American National Account. The motion was seconded by Adams. On roll call all present voted AYE. Absent Engel, Foley and Shepley

MOTION CARRIED

7. Visitors Speak - None
8. OLD BUSINESS

- a. The January 31, 1994 SLS Trustee workshop titled "Policy Development - The Legal Requirements" was discussed and those interested in attending should contact Sharon soon.
- b. Sharon reviewed for the Board the possibilities of investing the Bond money. Currently the money is in the IPTIP account. Steve Larson advised Sharon that the interest rates are not much better anywhere else. George Maniates from LZT/F is to supply the Board with a schedule of payments for the project. This will give the Board an idea of when various amounts of money will have to be drawn from this fund. Bill Lau is also investigating areas to invest the bond money.
- c. Sharon explained that the kinks in the migration system continue to be dealt with as they arise.
- d. A building committee meeting was scheduled for Thursday, January 27, 1994 at 7:00 p.m.

The LZT/F contract extension was discussed. LZT/F has proposed an extension to 42 months. After a discussion the Board felt that a 48 month extension is needed for this project.

Sharon explained the Special Use Permit that is needed to build the new Library. The first step in this process is a Village Planning Committee meeting which will be held on February 17, 1994.

- e. The Friends of the Library group is still looking for a President. If anyone has an idea who might want this position please contact Sharon as soon as possible.
- f. The Trustee/Staff Party was discussed. Possible open dates include February 20th or 27th from 2:00 p.m. to 4:00 p.m. All Trustees should check these dates and advise Sharon of their schedules.

9. NEW BUSINESS

- a. Sharon explained to the Board a request by the cleaning people wanting a key for the Library to get in during closed hours. A motion was made by Trustee Engel to issue a key to the cleaning people for entry during off hours. Sharon is also to monitor the cleaning to assure that a proper job is done during these off hours. Motion seconded by Adams. All present voted AYE. Absent Foley and Shepley

MOTION CARRIED

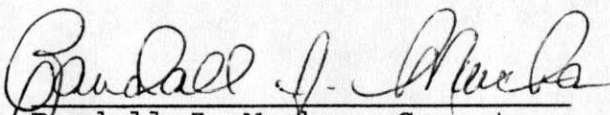
10. Trustee Murray moved that the Board enter into Executive session. Motion seconded by Engel. All present voted AYE.
Absent Foley and Shepley

MOTION CARRIED

- 11 On return to regular session Trustee Adams moved to adjourn the meeting. The motion was seconded by Murray. All present voted AYE.
Absent Foley and Shepley

MEETING ADJOURNED AT 6:00 p.m.

NEXT BOARD MEETING FEBRUARY 16, 1994 AT 4:30 p.m.


Randall J. Mucha - Secretary