

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

March 16, 1994

4:30 P.M.

AGENDA

1. Call to order
2. Report from committee on alternative sources of funding--
Phil Casey
3. George Maniates
Design development
Prequalification process
Construction grant information
4. Minutes of the regular board meeting of February 16, 1994
5. Correspondence
6. Bills for payment
7. Librarian's report
8. Financial report
9. Visitors speak
10. Old Business
 - A. Attorneys' bill- bond and referendum expenses
 - B. Friends activities
11. New Business
 - A. Approval of contract for construction grant
 - B. LACONI Trustee dinner
 - C. Nomination for system director
 - D. Designation of representative for annual meeting
 - E. Post Prom donation
 - F. Crete Woman's Club project
12. Executive session to discuss probable litigation
13. Adjournment

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

MEETING OF MARCH 16, 1994

PRESENT: Trustees Adams, Engel, Foley, Mucha, Schultz, Shepley, Administrator Wsol, Crete Record Reporter DeMuth, Times Reporter Wantuch, P. Casey, and LZT/F Representatives Maniates and Gore

ABSENT Trustee Murray

1. The meeting was called to order by President Foley at 4:35 p.m. in the Library Board Room.
2. Trustee Engel moved that the minutes of the February 16, 1994 Board meeting be approved. The motion was seconded by Adams. All present voted AYE.

Absent Murray

MOTION CARRIED

3. Phil Casey reported to the Board on the progress of the Crete Library Foundation. Presently Mr. Casey is identifying Foundations and individuals as possible contributors to this project. Mr. Casey will again give the Board a progress report in the next month or two.
4. George Maniates from LZT/F reviewed for the Board the Design Development stage of the new Library building project. Mr. Maniates reviewed in detail the following project drawings:
 - a. Storm Water System
 - b. Sanitary Sewer System
 - c. Building Elevation
 - d. Building Interior Structure
 - e. Mechanical Room for the Meeting Room
 - f. Roof Plan
 - g. Building Ceiling Plan
 - h. Exterior Building and Elevation
 - i. Interior Building Arrangement
 - j. Building Stairways
 - k. Mechanical System
 - l. General Electrical and Lighting

Trustee Shepley moved to accept the Design Development Stage of the new building project as presented by LZT/F. The motion was seconded by Engel. On roll call all present voted AYE.

Absent Murray

MOTION CARRIED

Ms. Kendra Gore from LZT/F reviewed for the Board ideas for the new buildings' fixed elements. Items included in Ms. Gores' presentation were:

- a. Floor Tile
- b. Ceramic Tile
- c. Carpeting
- d. Paint
- e. Wood and Stain
- f. Furniture Fabric

Ms. Gore informed the Board that the carpeting selection should be made prior to the project going to bid. The furniture fabric selection should be made by November.

Mr. Maniates reviewed for the Board the following project details:

- a. The prequalification process
- b. Construction Grant payout process
- c. Construction Grant requirements.

5. Correspondence - The following was read by Secretary Mucha:

- a. A notice of a LACONI Trustee and Librarian Dinner on Friday, April 22, 1994
- b. A letter from the Crete-Monee Post Prom Committee.

6. Bills for payment - After a review of the bills for payment Trustee Schultz moved that the bills be paid. The motion was seconded by Shepley. On roll call all present voted AYE.

Absent Murray

MOTION CARRIED

7. Librarian's Report - Sharon updated the Board on the activities of the SLS Legislative Action Group. Sharon also reviewed the monthly Circulation and Statistics reports. President Foley reported on the Illinois Authors Day program she attended earlier this month.
8. Financial Report - Treasurer Adams reviewed the Financial statement and advised the Board that all was in order.
9. Visitors speak - None
10. OLD BUSINESS
 - A. Sharon informed the Board that she now has an itemized bill from the attorney for the bond and referendum expenses.
 - B. Vice President Schultz reported on the Friends of the Library activities. Herb informed the Board that Dick Pride has agreed to accept the position of President of the group. Herb also explained to the Board the "Penny Fundraising" project that this group has decided to take on for the new building project.
11. NEW BUSINESS
 - A. After a discussion of the requirements of the construction grant Trustee Schultz moved to accept contract #94-SCP-533 titled "State Public Library Construction Grant". The motion was seconded by Adams. On roll call all present voted AYE.

Absent Murray

MOTION CARRIED

Trustee Adams moved that a portion of the Construction grant monies be used for the On-Line computer that had to be taken out of the building construction budget. The motion was seconded by Shepley. On roll call all present voted AYE.

Absent Murray

MOTION CARRIED
 - B. The Board reviewed the invitation for this years' LACONI Trustee and Librarian dinner. The date is April 22, 1994 and will be held at Drury Lane in Oak Brook Terrace. The guest speaker will be Will Manley. It was decided that no Board member would attend this dinner.

- C. After a brief discussion regarding the Board for SLS Trustee Shepley moved to nominate Herb Schultz for the position of System Director. The motion was seconded by Mucha. All present voted AYE.

Absent Murray

MOTION CARRIED

- D. The Board was advised that this years' SLS annual meeting will be held on May 16, 1994. Trustee Engel moved that Sharon Wsol represent the Board at this meeting with Vice President Schultz as the alternate. The motion was seconded by Shepley. All present voted AYE.

Absent Murray

MOTION CARRIED

- E. After reviewing the request from the Crete-Monee Post Prom Committee Trustee Adams moved that the Library donate a dictionary for this year's event. The motion was seconded by Engel. All present voted AYE.

Absent Murray

MOTION CARRIED

- F. President Foley explained the project that the Crete Woman's Club is planning on taking on for the new Building project. The group will be reviewing different suggestions that they can use for this project. A goal of \$10,000.00 is hoped to be pledged for this project. The Woman's Club general membership will be informed of this project at their March 17, 1994 meeting.

- G. Sharon advised the Board that National Library Week will be held during the week of April 16 - April 23, 1994. This years' theme will be "Libraries Change Lives." Ann Barron will plan these activities for our Library. Ann is planning to have a contest asking our patrons how libraries have changed their lives. Coffee and cookies are planned to be served during the mornings of the contest.

- H. President Foley asked the Board to try and come up with some ideas for the Staff-Board get together that will be planned in the near future.

12. Trustee Shepley moved that the Board enter into Executive session. The motion was seconded by Schultz. All present voted AYE.

Absent Murray

MOTION CARRIED

13. On return from Executive session Trustee Adams moved to accept the donation from the Greatbac Trust Company for the parcel of land to the south of our property. The Library will agree to pay \$340.00 for the Title changes of this property. The motion was seconded by Shepley. On roll call all present voted AYE.

Absent Murray

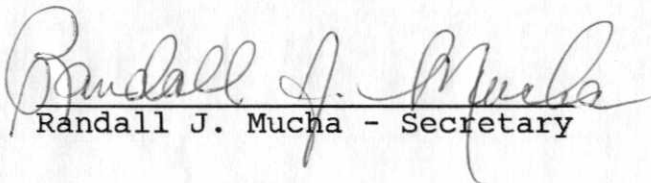
MOTION CARRIED

14. Trustee Shepley moved to adjourn the meeting. The motion was seconded by Mucha. All present voted AYE.

Absent Murray

MEETING ADJOURNED AT 8:05 p.m.

NEXT BOARD MEETING APRIL 20, 1994


Randall J. Mucha - Secretary