

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

April 20, 1994

4:30 P.M.

REVISED AGENDA

1. Call to order
2. Presentation by George Maniates & Kendra Gore
Interiors, Design Development
3. Minutes of the regular board meeting of March 16, 1994
4. Correspondence
5. Bills for payment
6. Librarian's report
7. Financial report
8. Visitors speak
9. Old Business
 - A. National Library Week
 - B. Friends activities
 - C. Acquisition of property
 - D. Prequalification criteria and interview questions
10. New Business
 - A. Long-range plan
 - B. Avenues to Excellence
 - C. Workshops: Optical technologies, foundations
 - D. Fund-raising committee- board participation
11. Executive session to discuss probable litigation and personnel
12. Adjournment

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

MEETING OF APRIL 20, 1994

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

1. The meeting was called to order by President Foley at 4:30 p.m. in the Library Board Room.
2. Trustee Shepley moved that the minutes of the March 16, 1994 Board meeting be approved. The motion was seconded by Schultz. All voted AYE.

MOTION CARRIED

3. Correspondence - The following was read by Secretary Mucha:
 - a. A notice regarding the groundbreaking ceremony for the Learning Resources Center and Community Instructional Center at Prairie State College.
 - b. A letter from the Crete Woman's Club signed by Shirley Sopko regarding a gift for the new Library building.
 - c. A thank you letter from Rose Marie Foley to Shirley Sopko for the gift the Woman's club is planning for the new building.
4. Bills for Payment - After a review of the bills for payment Trustee Engel moved that the bills be paid. The motion was seconded by Schultz. On roll call all voted AYE.

MOTION CARRIED

After a review of the bills for the Bond and Interest Fund Trustee Adams moved that these bills be paid. The motion was seconded by Engel. On roll call all voted AYE.

MOTION CARRIED

5. Librarian's Report - Sharon informed the Board that the staff is continuing to work with LZT/F regarding details of the new building project. Sharon also reviewed the circulation statistics for the fiscal year.
6. Financial Report - Treasurer Adams reviewed the Financial statement and advised the Board that all was in order.
7. OLD BUSINESS
 - a. Sharon reviewed for the Board the following activities occurring during National Library Week:

Coffee and cookies served on Monday and Friday,
The ongoing quiz in the Reference Department,
The kick off program of the "Pennies around the Library" program by the Friends group,
The essay contest of "How Libraries Change Lives".
 - b. Sharon reviewed the following activities that the Friends group is presently working on:

The "Pennies around the Library" for the new building project,
Dick Pride has been elected President of the group,
Adopt a magazine program,
Entry into the Memorial Day Parade.
 - c. Sharon reported to the Board that the acquisition of the parcel of land to the south and east of the new building is complete. The fee of \$340.00 was paid for the transfer of title.
8. The following items were reviewed by George Maniates and Kendra Gore of LZT/F regarding the new building project:
 - a. Kendra Gore displayed for the Board additional carpet samples that have to be decided on prior to the building going out to bid.

- b. George Maniates reviewed for the Board drawings of the Fireplace area and the lighting in the area. George also explained to the Board the bidding process and explained alternative bid items and allowances in this process.
- c. It was decided that a meeting would be held on April 27, 1994 at 4:30 p.m. for the purpose of carpet selection for the new building.
- d. Sharon and George reviewed for the Board the Prequalification criteria and the contractor interview questions that are going to be used in the process.

9. NEW BUSINESS

- a. Sharon explained to the Board the process of the long range plan report that needs to be prepared and reviewed. This topic will be discussed at the next scheduled Board meeting.
- b. Sharon reviewed for the Board the Avenues to Excellence program. This years goal will be Library Image and Staff Development.
- c. Workshops - Sharon will be attending the Optical Technology seminar presented by METS. The dates for this workshop are April 21st and 22nd. Sharon also reported on two recent seminars she attended on the topic of Foundations.
- d. Rose Marie Foley asked Trustees Adams and Murray to be the Board member representation on the new Library Fund Raising Committee. Both agreed to help with this committee.

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

Absent Schultz

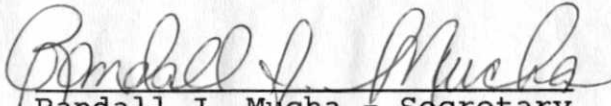
MOTION CARRIED

11. On return from Executive session Trustee Adams moved that the meeting be adjourned. The motion was seconded by Engel. All present voted AYE.

Absent Schultz

MEETING ADJOURNED AT 7:20 p.m.

NEXT BOARD MEETING MAY 18, 1994 AT 4:30 p.m.


Randall J. Mucha - Secretary