

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

July 20, 1994

4:30 P.M.

TENTATIVE AGENDA

1. Call to order
2. Minutes of the regular board meeting of June 15, 1994 and special meeting of June 22, 1994
3. Correspondence
4. Bills for payment
5. Librarian's report
6. Financial report
7. Visitors speak
8. Old Business
 - A. Crete Library Foundation report
 - B. Friends activities
 - C. Construction process update
9. New Business
 - A. Meeting schedule for August and September
 - B. Budget and Appropriation -- 1st reading
10. Executive session to discuss personnel
11. Adjournment

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING OF JULY 20, 1994

PRESENT: Trustees Adams, Engel, Foley, Murray, Schultz, Shepley, Administrator Wsol, Crete Record Reporter DeMuth, and Times Reporter Wantuch.

ABSENT: Trustee Mucha

1. The meeting was called to order by President Foley at 4:35 p.m. in the library board room.
2. Trustee Schultz moved that the minutes from the board meeting of June 15, 1994, and the special meeting of June 28, 1994 be approved. The motion was seconded by Engel and all voted AYE. Absent: Mucha

MOTION CARRIED

3. Correspondence - Acting Secretary Murray read a letter from James C. Hirsch of Hirsch Funeral Homes re: their donation of books dealing with death, grief, and AIDS to the library. Sharon has acknowledged the gifts.
4. Bills for payment - Following a review of the bills by Sharon, Schultz moved that the bills be paid. Shepley seconded the motion. On roll call all voted AYE. Absent: Mucha

Motion Carried

5. Librarian's report: Sharon reviewed the Adult Services and Youth Services Reports. Martha Schlagel will make a board presentation following the summer reading program. Sharon has been busy with the construction project and the budget. She reviewed the circ statistics . Numbers are still down.
6. Financial report - Sharon reviewed the unaudited end of the year statement which had just arrived. Not shown , but encumbered is seven or eight thousand dollars that will be expended to fulfill requirements for the Per Capita Grant. There should be about \$22,000. remaining instead of the \$29,784.85 shown.
7. Visitors speak - None
8. OLD BUSINESS
 - A. Crete Library Foundation - Herb reported that the directors will have their first meeting on July 21, 1994.
 - B. Friends activities - Sharon reported that four members of the Friends plan to attend an SLS sponsored roundup for friends that night.

The Jim Gill , Stories in the Park program is scheduled for August 6, 1994 at 11 a.m. in the Crete Park.

A book sale will take place in the garage area under the library building in the fall.

Sharon wrote a note of thanks from the board and staff to the Friends to acknowledge the reception they held following the new building ground breaking ceremony.

- C. Construction process update - Maniates of LZT called Sharon to say that one of the electrical contractors had suggested different electrical fixtures at a cost savings as high as \$50,000. Because of this, new alternate specifications were written delaying the bidding process. The bid opening will take place on August 2, 1994 in the Library at 2 p.m. All six contractors are re-bidding.
The Special Board Meeting will be held on Wed., August 3, 1994 in the Library Board Room at 4:30 p.m.

9. NEW BUSINESS

- A. Meeting Schedule for September and November - Sharon presented a revised meeting schedule for Budget, Appropriation, and Levy passage:

July 20 Presentation of tentative Budget & Appropriation Document - regular meeting.

September 21 Public hearing on B & A Ordinance 7:15 p.m.
Passage of B & A Ordinance 7:30 p.m.

November 16 Public hearing - Truth in Taxation 7:15 p.m.
Passage of Tax Levy 7:30 p.m.

Trustee Schultz made a motion to approve the meeting schedule as presented. The motion was seconded by Shepley and all voted AYE.

MOTION CARRIED

- B. Budget & Appropriation - First reading: Sharon read the proposal stating that the increase in the book budget is necessary to meet the SLS requirement that 10% of the budget be paid out in materials.

Engel moved that the working budget for '94-'95 be approved. The motion was seconded by Shepley and on roll call all voted AYE. Absent: Mucha. MOTION CARRIED

10. Executive session to discuss personnel - Frank Shepley moved that the board enter Executive Session to discuss personnel. The motion was seconded by Adams. All voted AYE. Absent: Mucha
MOTION CARRIED

On return to regular session the meeting adjourned at 6:05 p.m.


Shirley H. Murray, Acting Secretary