

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
November 16, 1994
7:30 P.M.
AGENDA

1. Call to order
2. Minutes of the regular board meeting of October 19, 1994
3. Correspondence
4. Bills for payment
5. Librarian's report
6. Financial report
7. Visitors speak
8. Old Business
 - A. Friends activities
 - B. Construction process update
 - C. Staff salary increase
9. New Business
 - A. Ordinance 1994-3 1994 Levy
 - B. Date of regular December meeting
 - C. Staff (/board?) Christmas luncheon
 - D. ADA compliance
 - E. GDCBA Christmas parade
 - F. Response to foundation
10. Adjournment

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

BOARD MEETING OF NOVEMBER 16, 1994

PRESENT: Trustees Adams, Engel, Mucha, Murray, Schultz,
Shepley, Administrator Wsol, Crete Record Reporter
DeMuth, Visitor Leonard Wassman

ABSENT: Trustee Foley

1. The meeting was called to order by Vice President Schultz at 7:30 p.m. in the Library Board Room.
2. Trustee Murray moved that the minutes of the October 19, 1994 Board meeting be approved. The motion was seconded by Shepley. All present voted Aye.

Absent - Foley

MOTION CARRIED

3. Correspondence - Secretary Mucha read the following:
 - A. A letter from the Secretary of State George Ryan indicating the 1995 per capita grant will be \$1.25. The Crete Library District will receive \$18,262.50.
 - B. The newsletter from the Crete Area Chamber of Commerce announcing the December 3, 1994 Visit with Santa and Carriage ride Christmas activities. The annual dinner/dance on February 4, 1994 at the Glenwood Oaks restaurant was also highlighted.
4. Bills for Payment - Following a review of the bills Trustee Adams moved that the bills be paid. The motion was seconded by Mucha. On roll call all present voted Aye.

Absent - Foley

MOTION CARRIED

Administrator Wsol presented the Board with three additional bills involving the Building Construction. The bills were as follows:

A.	LZT/Filliung	\$22,246.24
B.	McCutchen Insurance	\$4,004.00
C	Klein, Thorpe and Jenkins	\$1,988.70

Trustee Murray moved that the three bills for the building construction be paid. The motion was seconded by Engel. On roll call all present voted Aye.

Absent - Foley

MOTION CARRIED

5. Librarian's Report - Administrator Wsol informed the Board that circulation was again on the increase for the last month. Sharon also reviewed the reports submitted by Martha Schlagel, Carol Bruns and Judi Boehner.
6. Financial Report - Administrator Wsol reviewed the monthly report and commented that the format is easier to review and comprehend. Sharon also indicated she would contact William Lau regarding some minor revisions needed for this report.
7. Visitors Speak - Mr. Wassman commented that he was becoming better informed of the Library activities by attending this meeting.
8. OLD BUSINESS
 - A. Friends activities - Administrator Wsol informed the Board that this group will be meeting next week for their annual meeting. As of this date all of the present officers have agreed to again serve on the Board. Vice-President Schultz informed the Board that the Friends group now has a membership of over 60 members.

- B. Construction process update - Administrator Wsol informed the Board that the land has begun to be cleared for the building. Sharon also informed the Board of the following:
1. The formal permit hearing that will be held with the Village.
 2. Reviewed the Insurance requirements of Oliver Structures pertaining to the Construction Contract.
 3. Reminded all members of the Board that construction visits will be planned and that due to insurance requirements no Board member should visit the project between these planned tours.
 4. The meeting date with the Interior Designer has not yet been scheduled.
- C. Staff salary increase - Trustee Shepley moved that the staff be given an additional 1% salary increase retroactive to July, 1, 1994. The motion was seconded by Engel. On roll call all present voted Aye.

Absent - Foley

MOTION CARRIED

9. NEW BUSINESS

- A. Ordinance 1994-3 (1994 tax levy) - Trustee Murray moved to accept Ordinance 1994-3 (1994 Tax Levy). The motion was seconded by Adams. On roll call all present voted Aye.

Absent - Foley

MOTION CARRIED

- B. Change in December Board Meeting - After a review of the holiday schedule Trustee Shepley moved that the December Board meeting be changed to December 14, 1994 at 2:30 p.m. The motion was seconded by Engel. All present voted Aye.

Absent - Foley

MOTION CARRIED

- C. Staff/Board Christmas Party - It was decided that the Staff/Board Christmas party will be prior to the December Board meeting at 1:00 p.m. Trustee Murray moved to authorize a maximum of \$200.00 to be used for the Staff/Board Christmas party. The motion was seconded by Engel. On roll call all present voted Aye.

Absent - Foley

MOTION CARRIED

- D. ADA Compliance - Will be covered in December.

- E. GDCBA Christmas Parade - Administrator Wsol informed the Board that the Friends group and the Library Staff did not have a desire to participate in this parade. Trustee Shepley moved to inform the GDCBA group that the Library will not have an entry in this years parade. The motion was seconded by Adams. All present voted Aye.

Absent - Foley

MOTION CARRIED

- F. Response to foundation - Administrator Wsol informed the Board that this group is ready to plan its first funding project. Sharon stated that she needed to make a presentation to this group on November 17, 1994 and suggested that the On-Line Computer system be the first project for this group. Sharon and Vice-President Schultz reviewed for the Board the need for this system and it being an ideal project for the foundation. Sharon estimates the amount needed will be \$125,000.00. Trustee Adams moved that the Board suggest to the Foundation that its first funding project be the On-Line Computer system for the new library building. The motion was seconded by Shepley. On roll call all present voted Aye.

Absent - Foley

MOTION CARRIED

- G. Food for Fines - 1994 - The Staff has suggested that this program again be put in place for the holiday season. Trustee Shepley moved that the food for fines program should run from November 28, 1994 thru December 10, 1994. The motion was seconded by Engel. All present voted Aye.

Absent - Foley

MOTION CARRIED

H. 1995 Calendar - Administrator Wsol informed the Board that the 1995 calendar needs to be submitted to SLS in the near future. After a review of the holiday schedule in 1995 Trustee Murray moved that the Library be closed on December 23 and 30, 1995. The motion was seconded by Adams. All present voted Aye.

Absent - Foley

MOTION CARRIED

I. Illinois Authors Day - Administrator Wsol informed the Board that the Illinois Authors Day will be held on March 4, 1995 at the South Holland Library. The guest speakers will be Bill Braschler, Robert Goldsborough, and Susan Sussman. Trustee Adams moved that the Board authorize \$50.00 as a donation to the 1995 Illinois Authors Day. The motion was seconded by Shepley. On roll call all present voted Aye.

Absent - Foley

MOTION CARRIED

J. SLS December 6, 1994 Workshop - Administrator Wsol informed the Board members scheduled to attend this workshop to notify her in the near future if they are not able to attend.

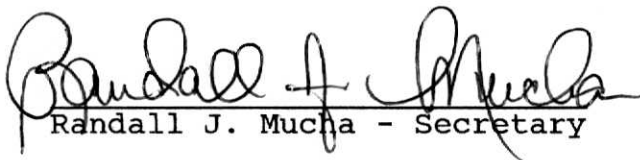
10. Trustee Shepley moved to adjourn the meeting. The motion was seconded by Mucha. All present voted Aye.

Absent - Foley

MEETING ADJOURNED AT 8:50 p.m.

NEXT BOARD MEETING - DECEMBER 14, 1994 AT 2:30 p.m.

STAFF/BOARD CHRISTMAS PARTY - DECEMBER 14, 1994 AT 1:00 p.m.


Randall J. Mucha - Secretary