

CRETE PUBLIC LIBRARY DISTRICT BOARD
OCTOBER 18, 1995
7:30 P.M.
REVISED AGENDA

1. Call to order
2. Minutes of the regular board meeting of September 20, 1995
3. Correspondence
4. Bills for payment
5. Librarian's report
6. Financial report
7. Visitors speak
8. Old Business
 - A. Friends activities
 - B. Foundation report
 - C. Construction project update
 1. report from George Maniates
 2. letter from Jim Filliung
 3. telephone system and cabling work
 - D. Levy Ordinance 1995-4
9. New Business
 - A. Christmas holiday closings
 - B. Staff/board Christmas party
 - C. Multi-media grant
 - D. Builder's risk insurance proposal
 - E. Old building concerns
 1. Leaks
 2. Commonwealth Edison
 - F. Audit FY 96-97
10. Adjournment

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

BOARD MEETING OF OCTOBER 18, 1995

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

1. The meeting was called to order by President Schultz at 7:25 p.m. in the Library Board Room.
2. Trustee Murray moved to approve the minutes of the following meetings:
 - A. Budget and Appropriations Hearing of September 20, 1995
 - B. Regular meeting of September 20, 1995 with the correction of the time of the October 18, 1995 meeting.
 - C. Special meeting of October 3, 1995The motion was seconded by Engel. All voted AYE.

MOTION CARRIED

3. Correspondence - None
4. Bills for Payment - After a review of the bills Trustee Shepley moved that the bills be paid. The motion was seconded by Adams. On roll call the Board voted as follows: AYE - Adams, Engel, Foley, Mucha, Murray, Schultz, and Shepley. NAY - None

MOTION CARRIED

Administrator Wsol reviewed for the Board the options of the Liability and Casualty Insurance Policy from McCutcheon. Trustee Shepley moved to pay \$2,852.00 for the second installment of this policy. The motion was seconded by Engel. On roll call the Board voted as follows: AYE - Adams, Engel, Foley, Mucha, Murray, Schultz, and Shepley. NAY - None

MOTION CARRIED

5. Librarian's Report - Administrator Wsol reported on the following for the Board:
 - A. The housecleaning throughout the Library is continuing.
 - B. Administrator Wsol is presently reviewing Telephone and Cabling requirements and vendors for the new building.
 - C. The October 2, 1995 Legislative Breakfast at the Matteson Library was a success.
 - D. An ILA Trustee forum will be held on November 10th and 11th.
6. Financial Report - Treasurer Shepley reported to the Board that the finances in this reporting period are in order.
7. Visitors Speak - None
8. **OLD BUSINESS**
 - A. Friends of the Library Activities - Administrator Wsol reported of the following:
 1. The Book and Bake sale is scheduled for October 28, 1995 from 9:30 a.m. until 3:00 p.m. at the Library.
 2. This group has developed a slate of officers that will be voted on next month.
 3. The pennies around the Library fund raiser has now reached over \$800.00.
 - B. Crete Library Foundation - No report, the next meeting is scheduled for October 19, 1995.
 - C. Construction Project Update - LZT/F Representative Maniates reported on the following:
 1. The masonry work is just about completed. The roof insulation, roofing, and window installation will need to be in place within the next four weeks to beat the building heating season. The work currently being done includes outside site work, installation of the metal studs, heating and cooling installation. The installation of the stairs should start in approximately two weeks. The contracts for the furniture have been sent and the ordering process is now in place.

Trustee Adams moved that the furniture contract be signed by President Schultz as soon as it becomes available. The motion was seconded by Shepley. On roll call the Board voted as follows: AYE - Adams, Engel, Foley, Mucha, Murray, Schultz and Shepley. NAY - None

MOTION CARRIED

2. Mr. Maniates informed the Board that proposals for the testing and balancing of the mechanical systems is now beginning.
3. Trustee Shepley moved that the monthly contractors bill be paid in the amount of \$103,745.81. The motion was seconded by Mucha. On roll call the Board voted as follows: AYE - Adams, Engel, Foley, Mucha, Murray, Schultz, and Shepley. NAY - None

MOTION CARRIED

4. Mr. Maniates informed the Board that they will need input for the dedication plaque. Any ideas should be developed in the near future.
5. Mr. Maniates informed the Board that by lowering the second floor windows required that the glass must now be tempered. The added cost is \$1,086.75. Trustee Foley moved that change order #5 be approved. The motion was seconded by Engel. On roll call the Board voted as follows: AYE - Adams, Engel, Foley, Mucha, Murray, Schultz and Murray. NAY - None

MOTION CARRIED

6. Mr. Maniates reviewed for the Board of the options of change order #6. This change order involves the cabinet tops. The Board will need to vote on this item in the near future.
7. Administrator Wsol reviewed for the Board the Telephone system and Cabling details for the new building.
8. Administrator Wsol read a letter from James Filling regarding the adjustment of fees regarding the furnishings of the new building.

- D. Levy Ordinance - 1995-4 - Trustee Shepley moved to approve Levy Ordinance 1995-4. The motion was seconded by Adams. On roll call the Board voted as follows: AYE - Adams, Engel, Foley, Mucha, Murray, Schultz and Shepley. NAY - None

MOTION CARRIED

9. NEW BUSINESS

- A. Christmas Holiday closings - Trustee Shepley moved that the Library be closed on December 23rd and 30th for the holidays. The motion was seconded by Engel. All voted AYE.

MOTION CARRIED

- B. Staff-Board Christmas Party - Administrator Wsol informed the Board that a party will again be held and the date will be announced soon.
- C. Multi-Media grant - Administrator explained that she has applied for this grant which will enable the library to get a multi-media type computer.
- D. Builder risk insurance proposal - After a review of the proposal sent to the library by McCutcheon, Trustee Adams moved that \$4006.00 be paid for the Builders Risk insurance. The motion was seconded by Murray. On roll call the Board voted as follows: AYE - Adams, Engel, Foley, Mucha, Murray, Schultz, and Shepley. NAY - None

MOTION CARRIED

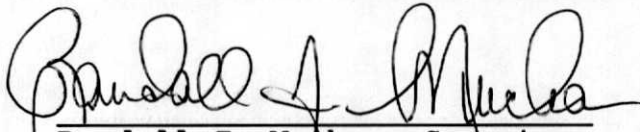
- E. Old Building Concerns - Administrator Wsol informed the Board of the water leak from the second floor that damaged the area behind the desk near the copy machine. Administrator Wsol also read a letter from Commonwealth Edison informing the Board of the electrical billing problems with the building.
- F. Audit FY 96-97 - After a review of the proposal from William Lau, Trustee Engel moved to approve the proposal in the amount of \$2,355.00 for the 96-97 audit. The motion was seconded by Adams. On roll call the Board voted as follows: AYE - Adams, Engel, Foley, Mucha, Murray, Schultz and Shepley. NAY - None

MOTION CARRIED

- G. Administrator Wsol stated that the staff will be working on a new logo for the library with the new building in mind.
 - H. Trustee Adams informed the Board that he is moving and his new telephone number will be 672-9338.
10. President Schultz adjourned the meeting at 9:05 p.m.

MEETING ADJOURNED AT 9:05 p.m.

NEXT BOARD MEETING - NOVEMBER 15, 1995 4:30 p.m.


Randall J. Mucha - Secretary