

CRETE PUBLIC LIBRARY DISTRICT BOARD

December 13, 1995

3:00 P.M.

AGENDA

1. Call to order
2. Minutes of the regular board meeting of November 15, 1995 and the Building Committee meeting of November 15, 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. discussion with Jim Filliung regarding contracts
 3. cabling work
 4. fabric and laminate substitution
 5. brick selection
9. New Business
 - A. Per Capita Grant
 - B. Surplus property
11. Adjournment

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

BOARD MEETING OF DECEMBER 13, 1995

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

ABSENT: Murray

1. The meeting was called to order by President Schultz at 3:10 p.m. in the Library Board Room.
2. Construction Project Update - President Schultz called on LZT/F representative Maniates to review the building progress. Mr. Maniates reviewed for the Board the following:
 - A. Review of the progress of the building interior.
 - B. Review of the progress of the building exterior.
 - C. Reviewed the December 6, 1995 progress schedule prepared by Oliver Structures.
 - D. Informed the Board that the furnishings will be arriving in mid January.
 - E. The issue of the Village not approving the final plans of the fire protection system. Global Fire Protection has since submitted the proper paperwork.

After a review of the monthly pay voucher request from Oliver Structures by Mr. Maniates Trustee Shepley moved that the check for the pay request in the amount of \$317,852.37 be prepared but, not issued until Oliver Structures meets and supplies the Board with a new completion schedule. The motion was seconded by Adams. On roll call the Board voted as follows: Aye - Adams, Engel, Foley, Schultz and Shepley. NAY - Mucha

Absent - Murray

President Schultz suggested that this motion should be reviewed again later in the meeting.

Administrator Wsol provided the Board with the additional building bills:

LZT/F invoices 128, 136, 561, and 583 totaling \$12,992.05. Administrator Wsol explained to the Board that the November billing amount was in error and not paid. Therefore this month there are two additional invoices.

Klein, Thorpe, and Jenkins invoice #62913 in the amount of \$227.30.

Trustee Shepley moved that the additional building bills be paid. The motion was seconded by Engel. On roll call the Board voted as follows: Aye - Adams, Engel, Foley, Mucha, Schultz and Shepley. Nay - None

Absent - Murray

MOTION CARRIED

- B. Jim Filliung addressed the Board regarding the status of his contract. Mr. Filliung informed the Board that his firm will bill the Library Board on an hourly rate after 1-1-96. Mr. Filliung estimated that the monthly charges will be in the area of \$2,000.00.
- C. Administrator Wsol informed the Board that the cabling contractor has been selected. Ioncom Company has been selected for the amount of \$5,774.00. This company will be able to start on short notice.
- D. Administrator Wsol informed the Board of the fabric and laminate substitute that the committee had to make.
- E. The Board reviewed a number of samples that were available for the brick sidewalk project that the Foundation is presently working on. A selection was made and the Foundation Committee will be informed of the selection.
- F. Trustee Mucha addressed the Board giving reasons why he felt the monthly pay request to Oliver Structures should be denied. Trustee Mucha moved that the Building Committee meet each Friday morning at 8:00 a.m. for the purpose of reviewing the weekly building progress. The motion was seconded by Engel. All present voted AYE.

Absent - Murray

MOTION CARRIED

- G. President Schultz asked for another roll call vote regarding the motion made by Trustee Shepley that the check for the monthly voucher to Oliver Structures be prepared but, held until a meeting with the Board and a reasonable completion schedule is prepared. The Board voted as follows: Aye - Adams, Engel, Foley, Mucha, Schultz and Shepley. Nay - None

Absent - Murray

MOTION CARRIED

3. Trustee Engel moved to accept the minutes of the November 15, 1995 Building Committee Meeting and the Board Meeting. The motion was seconded by Shepley. All present voted AYE.

Absent - Murray

MOTION CARRIED

4. Correspondence - Secretary Mucha read the following:

- A. An invitation to the Learning Resources Center of the College of DuPage.
- B. A letter from George Ryan informing the Board that the per capita grant amount will be \$18,262.50.

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

Absent - Murray

MOTION CARRIED

6. Librarian's Report - Administrator Wsol reviewed the following for the Board:

- A. The workshop she attended on Personnel Law conducted by SLS.
- B. An update of the SLS Legislative Action Group.
- C. The decrease in circulation. This seems to be a trend throughout the system. This issued will be investigated to be sure it is not a system reporting problem.

7. Financial Report - Treasurer Shepley informed the Board that the finances were in excellent shape. Administrator Wsol reviewed for the Board the summary report from PMA Securities.
8. Visitors Speak - None

9. **OLD BUSINESS**

- A. Friends Activities - Administrator Wsol informed the Board that the Friends elected the following officers:
 - President - Linda Corral
 - V-P Ways and Means - Open
 - V-P Membership - Shari Clark
 - Secretary - Karen Daugherty
 - Treasurer - Bill Barron

The profits for the Book and Bake sale were \$469.50.

- B. Foundation Report - Administrator Wsol reported to the Board that the Foundation received a \$10,000.00 check from Mr. Biesterfeld for the use of the Circulation Desk area. She also reported that the Foundation has approximately \$30,000.00 in cash and pledges. Trustee Foley reviewed for the Board the brick walkway program. The cost of the bricks will be 8"x 4" \$50.00 (2 lines and 14 spaces each line), 8"x 8" \$100.00 (3 lines and 14 spaces each line).

10. **NEW BUSINESS**

- A. Per Capita Grant - Administrator Wsol informed the Board that we will receive \$18,262.50 from this grant.
- B. Surplus Property - Administrator Wsol informed the Board that it is the time of year to sell surplus material. Trustee Engel moved to approve the sale of these surplus items. The motion was seconded by Shepley. All present voted AYE.

Absent - Murray

MOTION CARRIED

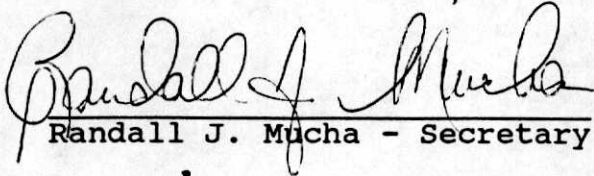
Administrator Wsol also informed the Board that a staff committee has been selected to identify property that will be taken to the new building and the property that can be sold.

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

Absent - Murray

MEETING ADJOURNED AT 5:15 p.m.

NEXT BOARD MEETING JANUARY 17, 1996 AT 4:30 p.m.


Randall J. Mucha - Secretary