

CRETE PUBLIC LIBRARY DISTRICT BOARD

May 15, 1996

4:30 P.M.

REVISED AGENDA

1. Call to order
2. Minutes of the regular board meeting of April 17, 1996  
and building committee meeting of May 1, 1996
3. Correspondence
4. Bills for payment *Corporate Contract Cleaning  
tax bill*
5. Librarian's report
6. Financial report
7. Visitors speak
8. Old Business
  - A. Friends activities
  - B. Foundation report
  - C. Construction project update
    - reports from LZT/Filliung and OSI
    - punch lists
    - drainage in front of building
    - office furniture -- Jim Filliung
    - mechanical system
    - Pay request and change orders
    - Washroom fixtures and men's washroom view
    - End panels
  - D. Dedication ceremony
  - E. Art and decor committee
9. New Business
  - A. Revised meeting room policy
  - B. SWAN participation agreement
  - C. Report on ALA Legislative Day- Herb Schultz
  - D. Sale of used furniture
10. Executive session to discuss compensation, discipline and  
performance of employees
11. Adjournment

*vertical blinds  
roof leaks  
elevator*

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

BOARD MEETING OF MAY 15, 1996

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

1. The meeting was called to order by President Schultz at 4:30 p.m. in the Library Board Room.
2. Trustee Foley moved to accept the minutes of the following meetings:
  - a. April 17, 1996 Board Meeting
  - b. May 1, 1996 Building Committee Meeting

The motion was seconded by Engel. All present voted AYE.

**MOTION CARRIED**

3. Correspondence - None
4. Bills for Payment - Administrator Wsol reviewed the bills for the Board including the following two additional ones:
  - a. \$49.54 - Will County Tax
  - b. \$795.00 - Corporate Contract Cleaning

After a review of the bills Trustee Murray moved that the bills be paid. 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**

5. Librarian's Report - Administrator Wsol reported on the following:
  - a. The used furniture sale will be held on Saturday May 18, 1996.
  - b. The Crete Planning Committee
  - c. The SLS workshop on Service Excellence
  - d. Various other SLS upcoming events and meetings.

6. Financial Report - Treasurer Shepley reviewed the financial report for the Board and commented that the finances were in good shape.

7. Visitors Speak - None

8. **OLD BUSINESS**

- A. Friends Activities - This group has not had a meeting this month but, will help with the furniture sale and building dedication.
- B. Foundation Report - Trustee Foley reviewed for the Board the additions to various committees. Trustee Foley also discussed the status of the brick walkway. This group is scheduled to meet tomorrow night.
- C. Construction Project Update - Mr. Maniates discussed in detail the following items for the Board.
  - 1. The remaining items on the punch list
  - 2. The drainage in front of the building
  - 3. The drainage in the parking lot
  - 4. Various roof leaks
  - 5. Update on the washroom problems
  - 6. The problems with the mechanical system
  - 7. The recent hydraulic line break in the elevator
  - 8. End Panels for the book shelves
  - 9. Agotti furniture that needs to be repaired
  - 10. Vertical blinds for the front offices
  - 11. The dedication plaque for the building.

Mr. Maniates reviewed for the Board a change order for Hendricksen that covered storage fees and misc. field modifications. Trustee Shepley moved to approve the #2 change order for Hendricksen in the amount of \$3,080.00. 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**

Mr. Maniates presented the Board with a pay request application from Hendricksen in the amount of \$132,207.20. After a discussion was held regarding the additional work that needed to be completed Trustee Murray moved to approve a payment of \$100,000.00 to Hendricksen. 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**

Mr. Maniates reported to the Board that the change order process with Oliver Structures has now been completed. Mr. Maniates explained in detail change order numbers 18 through 24 to the Board. After this review Trustee Adams moved to approve these change orders. 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**

Mr. Maniates presented to the Board the current pay request from Oliver Structures. The pay request presented was \$138,953.30. The current lien amount is \$117,167.10. The balance of \$21,786.20 remains. Trustee Shepley moved to pay the Oliver pay request as discussed. 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**

Mr. Maniates informed the Board that approximately \$269,000.00 remains to be paid to Oliver Structures.

Administrator Wsol presented to the Board the additional building related bills. After a review of these bills Trustee Foley moved to pay these bills. The motion was seconded by Engel. On roll call the Board voted as follows: AYE - Adams, Engel, Foley, Mucha, Murray, Schultz and Shepley.

**MOTION CARRIED**

Mr. Maniates reviewed for the Board the drawings and prices for the Display Cabinet for the Conference Room. After a brief discussion, this item will be reviewed again in during the June Board meeting.

Mr. Filliung reviewed for the Board the options available for the Business Office. After a discussion Trustee Foley moved to approve the Harper System Furniture Modification. The motion was seconded by Murray. All voted AYE.

**MOTION CARRIED**

Mr. Filliung then discussed the options available for the Administrators office. After a review Trustee Adams moved to approve option #1 as described by Mr. Filliung. 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**

- D. Dedication Ceremony - Trustee Murray advised the Board that the program for the dedication has been completed and is in order.
- E. Art and Decor Committee - Trustee Murray informed the Board that this group is meeting this evening. Trustee Murray also announced that Joe Alderfer has agreed to become a member of this group.

**9. NEW BUSINESS**

- A. Revised meeting room policy - Administrator Wsol updated the Board on the changes that were needed to be changed now that we have moved into the new building. After a review of the changes Trustee Shepley moved to accept the Revised meeting room policy. The motion was seconded by Engel. All voted AYE.

**MOTION CARRIED**

- B. SWAN participation agreement - Administrator Wsol reviewed this agreement for the Board. Trustee Adams moved to approve the SWAN participation agreement. The motion was seconded by Shepley. All voted AYE.

**MOTION CARRIED**

- C. President Schultz recently participated in the ALA Legislative Day in Washington D.C. Mr. Schultz reviewed the following topics that were discussed for the Board:

1. Budget and Appropriations
2. Library Service and Technology Act
3. Careers Act
4. Telecommunications
5. Government Information and Dissemination
6. Copyright issues
7. Trust Fund Act
8. House Bill #3019 involving reporting
9. English as the official language

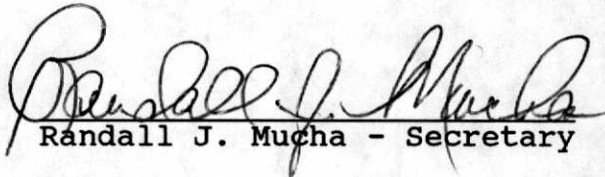
- D. Sale of used furniture - Administrator Wsol reported that this sale will be held on Saturday May 18, 1996 from 9:00 a.m. until 3:00 p.m. Trustee Shepley moved to declare all the old furniture as surplus. The motion was seconded by Adams. All voted AYE.

**MOTION CARRIED**

10. Trustee Foley moved to enter into Executive session for the purpose of discussing compensation, discipline and performance of employees. 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
11. On return from Executive session President Schultz adjourned the meeting.

Meeting adjourned at 6:30 p.m.

**NEXT BOARD MEETING - JUNE 19, 1996 AT 4:30 p.m.**

  
Randall J. Mucha - Secretary