

CRETE PUBLIC LIBRARY DISTRICT BOARD

April 15, 1998

7:00 P.M.

AGENDA

1. Call to order
2. Minutes of the regular board meeting of March 18, 1998
3. Correspondence
4. Bills for payment
5. Librarian's report
6. Financial report
7. Other reports
 - A. Friends of the Library
 - B. Crete Library Foundation
 - C. Art and Decor Committee
8. Visitors speak *None*
9. Old Business
 - A. Building and maintenance items- status report
 1. sound attenuators
 2. set back system - HVAC
 - B. SSLIC (formerly known as the Grande Prairie consortium)
 - C. Nomination for system director
10. New Business
 - A. Deaccession of library property
 - B. Investment of special technology fund
 - C. Provision of system services to other libraries patrons
 - D. Library web page
 - E. Public Internet Access
11. Executive session to discuss probable litigation and to consider the appointment of a member to fill a vacancy
12. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
LIBRARY BOARD MINUTES

MEETING DATE: April 15, 1998 - Regular meeting
CALLED TO ORDER BY : Pres. Schultz at 7:00 PM.

ROLL CALL: Present: Adams, Engel, Mucha, Murray, Schultz, Shepley ; Ab.- Ruklic
OTHERS ATTENDING: Dir. Wsol

MINUTES: Motion to approve March, 1998 minutes, by Adams; second by Shepley
motion carried.

CORRESPONDENCE: 1. An invitation from the Joliet/Will County Center for Economic
Development to attend a special introduction of "Quality Indicators for Economic
Development-A Community Assessment" on Monday, April 27, 1998. 2. A notice
from Secretary of State Ryan's office that the library will begin to receive a
complimentary copy of the AMVET monthly newsletter.
(trustee Ruklic arrived)

BILLS: General bills - a motion to approve payment of bills in the amount of \$ 24,146.44
was made by Shepley; second by Ruklic. Motion carried unanimously on roll call.

LIBRARIAN'S REPORT: Sharon highlighted segments of her report, in particular the
concerns about filing for discounts in our telecommunication rates, as well as her
meetings/activities with district 201-U visioning committee and several SLS
commitments.

FINANCIAL REPORT: We are still in "excellent condition", according to Shepley. Move
to approve by Adams, second by Ruklic. Motion carried.

COMMITTEE REPORTS:

A. Friends of the Library - (1) The book/bulb/bake sale is still May 2nd - the friends
will get 50% of the bulb sale, and an added plus is that bulbs are delivered to
the home. (2) Birds of Prey program had some 75 people, and the program was a
real success.

B. Crete Library Foundation liaison - no meetin this month; no added news

C. Art/Decor Committee - (1) student art work is upstairs; also, the committee has
re-arranged most of the art work... adding some in the staff area. (2) A reception
is scheduled for Sat. April 25th from 1-3PM.; (3) Plum Creek did plant the area
near patio, and Woman's Club is not happy with the results. They are following up.

OLD BUSINESS:

A. Building and Maintenance

1. Sound attenuators - Randy and Sharon met with Chicago Conditionaire, and there
is no quick fix. Randy explained that crux of the problem is that the project
originally "speced" one kind of unit requiring attenuators; this was changed
with architect's approval, and the replacement unit does not take them. Randy
offered to help diagnose the problem. Sharon indicated that ABC can help to do
this testing before the library opens on one or two days. Randy indicated that
we may have to identify the problem area/areas, and decide what level of noise
is acceptable as opposed to a complete "cure".

2. Set back system - ABC has finished installing the off-hours set back system, and the temperature level is comfortable now. The system seems to be working.
 3. Carpet cleaning - Sharon investigated prices for a carpet cleaning yearly contract. Two companies responded: Starlight (current contractor) - \$895.00; ServiceMaster - \$1500.00. She recommended Starlight. Shepley moved to award contract to Starlight; second by Adams. Motion carried unanimously on roll call.
 4. ABC electrical control contract is due for review/renewal. Sharon is going out for proposals, and will bring the results to the board. She is looking for a better proposal.
- B. SSLIC (old Grande Prairie Consortium) - Our equipment and line to Harvey is now installed. Our share of the maintenance on the system, and to lease equipment will be \$922.86 per year. Adams moved to approve the expense; Shepley seconded Motion carried unanimously on roll call vote.
- C. Nomination for system director - no one at this time

NEW BUSINESS:

- A. Deaccession of library property - Motion to deaccession books, magazines, etc. that the library no longer has need for, plus any other materials to be disposed of or sold, was made by Murray; second by Ruklic. Motion carried unanimously on roll call vote.
- B. Investment of special technology fund - a recommendation to (1) invest \$5000. of the fund in a 12 mo. CD with 5.9%; (2) invest the balance of some \$4000. in a money market account, made by Sharon. Ruklic moved the recommendation; Adams seconded. Motion carried unanimously on roll call vote.
- C. Provision of system services to other libraries' patrons - According to Sharon's report, the interlibrary loan for patrons other than our own is becoming a problem for the staff. She recommends that such a change go into effect May 1, 1998. Murray moved to approve the action; Ruklic seconded. Motion carried unanimously on roll call vote.
- D. Library Web Page - Tricia Zellis increased the original quote for this to \$650., but with the discount her charge to create the page is \$520.; there is a charge of \$20. per month to maintain it. This will probably be a short term contract as staff becomes trained to take over the task. Shepley moved to approve the web page proposal; Mucha seconded. Motion carried unanimously on roll call vote. (Sharon indicated that the page will be on the SLS server)
- E. Public Internet Access - Sharon presented the completed Internet Use Policy, and the Internet User Agreements for adults and minors for board approval. Adams moved to approve; Shepley seconded; Motion carried unanimously on roll call.
- F. Response to Klein, Thorpe & Jenkins -
1. The response from the board to the letter from D. Kramer is a no.
 2. The board authorizes the law firm to proceed with the Citation to Discover Assets. Motion to approve items #1 & #2, by Randy; Second by Shepley. Motion carried unanimously on roll call vote.
 3. The board voted to accept, with regret, Shirley Murray's resignation. (to take effect June 1, 1998. Motion to accept by Ruklic; Second by Adams. Motion

carried (with unanimous regret).

Pres. Schultz adjourned the meeting at 8:45 PM.

Respectfully,
Marian Engel, Sec.