

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA**

MAY 26, 1999
7:00 P.M.

1. Call to order
2. Minutes
 Regular Meeting of April 21, 1999
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
9. Old Business
 - A. Reroofing Project
 - B. Construction Grant Final Report (draft)
10. New Business
 - A. Personnel
 - B. Budget, levies and meeting schedules
 - C. Building and Maintenance Ordinance
 - D. Unattended Children Policy (draft)
 - D. Election of officers
11. Adjournment

Crete Public Library Board of Trustees
Regular Meeting
May 26, 1999
7:00 P.M.

1. Meeting called to order by V-Pres. Mucha at 7:10 P.M.
Trustees present : Engel, Fuller, Kelly, Mucha, Ruklic, Schultz. ab. Amati,
Schultz
Others present: Dir. Schulten
2. Minutes of regular meeting of April 21 moved for adoption as amended, by Ruklic
second by Kelly. motion carried.
3. Correspondence: (1) a card from ECHO, thanking Dir. Schulten and the library
for a very good experience when their group of children visited the library; (2) a
card from Jim Adams thanking the board for the retirement gift.
4. Bills for payment : one added bill related to construction litigation from Klein,
Thorn, Jenkins in the amount of \$520. Motion to approve all bills by Kelly; second
by Ruklic. Motion carried unanimously on roll call vote.
(trustee Schultz arrived at this time)
5. Librarian's report: Jane reviewed activities at the library, and mentioned items
that are on the agenda for further discussion. Most informative perhaps is her final
narrative on the building project which must be submitted to the state to bring that
project to closure and thus insuring our receipt of the final 10% of the grant money.
This report was not only very well written, but truly inclusive which served as a good
reminder for board members.
6. Financial report: review this time by Dir. Schulten. Motion to approve by Mucha
second by Ruklic. motion carried.
7. Other reports:
 - A. Friends of the Library: met last night; (1) reported \$1100. from recent book
/ bake sale--the most successful event to date. They did not have time to develop
an entry for the Memorial Parade, but are planning to be involved in the Wild West
Days in August. Their "Gaia" program/presentation was very successful. There are
no new officers yet, except Linda Corral who has taken the treasurer's job.
 - B. Crete Library Foundation: is in need of new officers since the president-
Bill Barron and the treasurer- Bob Kerr have both resigned. Jeff DeYoung has ,
agreed to the treasurer's job, but other positions are not filled. According to our
liaison, Herb Schultz, the group did discuss fund raising, but they what they need
is a "real project". They continue to look for new members.
 - C. Art & Decor Committee: they have not met since the reception for student
artists, and have no immediate plans.
8. Visitors speak: no visitors present
9. Old Business:
 - A. Reroofing project:
First, it has been necessary to advance the bid date to Thurs., June 3, with
the opening to be at 3:00 P.M. The packet was sent too late for the earlier date.

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In addition, Jane has sent the packet not only to a roofer, but to an organization that distributes plans to potential roofers not in our immediate area.

B. Construction Grant Final Report (draft)

The board approved the report, and by consensus agreed that Jane has produced a fine paper.

10. New Business:

A. Personnel:

1. New maintenance person: two people applied, but only one came for for an interview. Edwin Rasche is a retired person, who seemed interested in the job, and was not overwhelmed by the building needs. Jay (board representative at interview) was comfortable with Rasche; Jane has done follow-up on the references and also is satisfied. Motion to approve a 1 yr. contract @ \$8.00/hr. by Mucha; second by Kelly. Motion carried on roll call vote.
2. Need to revise the salary schedule, particularly the "paid lunch" which came from a past practice in use at the old library building. Jane's proposal eliminates an awkward situation, and also makes it possible to plan future salary changes more equitably. She has discussed this at length with the staff and has their support. It is her recommendation to begin this program on July 1, 1999, and it will be addressed more completely in the next budget proposal.

B. Budget, levies and meeting schedules:

A schedule of monthly board meetings, as well as the various budget and levy meetings for the year 1999-2000 was presented by Dir. Schulten.

C. Building and Maintenance Ordinance:

Ordinance# 99-1 to provide separate funding for the building operation was moved for approval by Mucha; second by Ruklic. motion carried unanimously on roll call vote.

D. Unattended Children Policy (draft)

Motion to approve the policy by Kelly; second by Mucha. motion carried.

E. Election of officers for 1999 - 2001:

- Pres. - Mucha, nominated by Ruklic; second, Engel; motion carried.
- V-Pres. - Ruklic, nominated by Mucha; second, Kelly; motion carried.
- Sec. - Kelly, nominated by Fuller; second, Ruklic; motion carried.
- Treas. - Schultz, nominated by Engel; second, Ruklic; motion carried.

Meeting adjourned at 8:35 P.M.

Respectfully,

Marian Engel, Secretary