

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES**

**AGENDA**

JUNE 21, 2000

7:00 P.M.

1. Call to order
2. Arrowhead/Honeywell Presentation
3. Minutes  
    Regular Meeting of May 17, 2000
4. Correspondence
5. Bills for payment
6. Librarian's Report
7. Financial Report
8. Public comment
9. Other reports
  - A. Friends of the Library
  - B. Crete Library Foundation
10. Old Business
  - A. Building Reports
    1. Carpeting
    2. Tuckpointing
    3. Sealcoating
  - B. Budget and Appropriations Ordinance 00-02
  - C. FY2000/01 Board Meeting Schedule
  - D. Prevailing Wage Ordinance 00-03
11. New Business
  - A. Personnel
    1. Staffing
    2. Annual evaluation - Administrative Librarian
  - B. Bloodborn Pathogens Policy
  - C. Materials Selection Policy review
12. Adjournment

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING

June 21, 2000

1. Meeting called to order at 7:05 p.m. Members in attendance: President Mucha, Fuller, Engel, Schultz. Absent: Amati, Kelly, Ruklic. Also in attendance: Director Schulten.
2. Minutes of regular meeting of May 17,2000: motion to approve Fuller; second by Schultz. motion carried . trustee Ruklic arrived at 7:08.
3. Correspondence: none
4. Bills for payment: motion to approve regular bills by Schultz; second by Engel. Additional bill to Honeywell for mechanical evaluation in amount of \$2,167.00 is included in original motion for payment. motion passed unanimously on roll call.
5. Honeywell customer rep. Johanna Sanders arrived to make presentation of recommended upgrade plan and answer questions. (trustee Amati arrived at 7:15 shortly after J. Sanders) After Sanders comments and questions from various trustees, the proposal was divided into two motions: A. - proposal to upgrade our maintenance policy from the Flex to Preferred Plan, at a cost of \$6600.00 was moved by Schultz; second by Fuller. Motion carried unanimously on roll call vote; (The contract price for this policy will hold until 2003, according to Sanders.) B. - proposal to implement Phase I and II which includes the adjusting / solving the temperature and noise problem in the building at a cost of \$25,220.00 was moved by Ruklic; second by Amati. Motion carried unanimously on roll call vote.
6. Librarian's report: Jane expanded somewhat on her written report, indicating that the summer program has even more participants than shown. Also, she has had comments from patrons regarding the problem of getting across Main St. After some discussion, the board recommended that Jane send a message to the Village regarding the lack of a stoplight / crossing concerns on Main street--in particular for children trying to cross the street.
7. Financial Report: In good shape; Jane has 1 month to spend 13% of the budget.
8. Public comment: None
9. Other reports:
  - A. Friends of the library - nothing to report
  - B. Crete Library Foundation - nothing significant at this time
10. Old Business:
  - A. Building Reports
    1. Carpeting : this is probably going to take some 20 hours, and may well call for the library to be closed for 2/3 days to reglue and rearrange furniture.

2. Tuck pointing: proposal to tuck point the upper level of the library as previously recommended by R. Stonebreaker. Bid by A.B.M. in the amount of \$6300.00 was moved by Schultz; second by Amati, contingent on positive report from Dir.Schulten passed unanimously on roll call vote.

3. Sealcoating and re-striping of parking lot: motion to approve bid from C.E.O. Sealcoat in amount of \$1746.80 was made by Fuller; second by Ruklic. Motion passed unanimously on roll call vote.

B. Budget and Appropriations Ordinance - 00-02

Motion to approve by Ruklic; second by Fuller. motion approved unanimously

C. FY2000/01 Board Meeting Schedule

Motion to approve by Schultz; second by Ruklic. motion passed unanimously

D. Prevailing Wage Ordinance 00-03

Moved by Amati; second by Fuller; motion carried unanimously on roll call vote.

#### 11. New Business

##### A. Personnel:

1. Staff member, Judy Boehner has requested a reduction in hrs. Newest staff member only one interested in extra hrs. , so the change works well.

2. Annual evaluation - Administrative Librarian (this was delayed until new business was completed)

B. Bloodborn Pathogens Policy: draft was presented to the board. Ruklic moved to approve; second by Amati. motion carried unanimously. ( Mucha will see that any needed training materials will be provided)

C. Material Selection Policy - reviewed by board; moved to approve by Schultz; second by Amati. motion approved unanimously.

Motion to go into executive session to discuss personnel (as per item 11-A 2) made by Schultz; second by Fuller. motion carried. Following discussion / evaluation of Administrative Librarian, a motion to come out of executive session was made by Schultz; second by Fuller. Then a motion to authorize an increase in Schulten's annual salary of up to \$5000 was made by Ruklic; second by Amati. motion passed on roll call vote.

Meeting adjourned at 8:40 p.m.

Respectfully submitted,  
Secretary pro-tem, Marian Engel