

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES

AGENDA

OCTOBER 17, 2001

7:00 P.M.

1. Call to order
2. Minutes
 - Regular Meeting of September 19, 2001
 - Special Meeting of October 3, 2001
3. Correspondence
4. Bills for payment
5. Librarian's Report
6. Financial Report
7. Public comment
8. Other reports
 - A. Friends of the Library
 - B. Crete Library Foundation
9. Old Business
 - A. Coffee Annex Project
 - B. Long Range Planning
 1. Library's story
 2. Focus groups
10. New Business
 - A. Ordinance 01-04 2001 Tax Levy request (draft)
11. Adjournment

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING OF OCT. 17, 2001

1. Call to order: Meeting called to order at 7:08 p.m. by Vice President Ruklic, chairing the meeting in the absence of President Mucha. Also in attendance: trustees Stoll, Fuller, Amati, and Kelly and Director Schulten. Trustee Engel absent.
2. Minutes: Motion by Amati, second by Stoll, to approve minutes of Sept. 19, 2001, regular meeting. Motion passed unanimously. Motion by Fuller, second by Amati, to approve minutes of Oct. 3, 2001, special meeting. Motion passed unanimously.
3. Correspondence: Letter from Crete Woman's Club asking library to continue purchasing art at the annual art fair. This year's show will be Feb. 16, 2002. Board agreed to continue tradition.
4. Bills for payment: Motion by Stoll, second by Amati, to pay regular bills. Motion passed unanimously on voice vote. Motion by Amati, second by Stoll, to pay additional bill for \$192.00 to Eric Kapocius for developing the library web site. Motion passed unanimously on voice vote.
5. Librarian's report: In addition to her written report, Schulten informed the board of a trustees' workshop in Matteson on Nov. 10, 2001.
6. Financial report: Stoll informed the board it is running a "very tight ship".
7. Public comment: None.
8. Other reports:
 - A. Friends of the Library: Will meet the end of the month. Janice VanCleave has not rescheduled her visit.
 - B. Crete Library Foundation: Met the end of September. Looked over the "back 40" and may make its clearing an Eagle Scout project.
9. Old business:
 - A. Coffee annex project: Schulten reported the small sink may be moved to the south wall and the county wants a grease trap included in case food is served in the future.
 - B. Long range planning: 1) Library's story: Schulten presented board with areas to discuss when talking with public about need for tax increase. 2) Focus groups: For next meeting, board should present names of voters to serve on focus groups.
10. New business:
 - A. Ordinance 01-04 2001 tax levy request: Will be in newspaper 14 days before next meeting (Nov. 28, 2001). Public hearing will be held before meeting.
 - B. Schulten reported 10 DVDs are missing. New policy requires empty case to be taken to circulation desk for DVD.
11. Adjournment: Motion by Stoll, second by Fuller, to adjourn at 7:55 p.m. Motion passed unanimously.

Respectfully submitted,

Patricia T. Kelly, Secretary