

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES

AGENDA

May 21, 2003

4:00 P.M.

BOARD MEETING

1. Call to order
2. Installation of new trustees
3. Election of New Officers
4. Minutes
 - Regular Meeting of April 16, 2003
 - Special Meeting of April 30, 2003
5. Correspondence
6. Bills for payment
7. Librarian's Report
8. Financial Report
9. Public comment
10. Other reports
 - A. Friends of the Library
 - A. Crete Library Foundation
11. Closed Session for the purpose of deliberations concerning salary schedules for one or more classes of employees.
12. Old Business
 - A. FY2003/04 New Service & Personnel Hours
 - B. Meeting Room Policy
 - C. FY2003/04 Building & Maintenance Ordinance 03-01
 - D. FY2004 Per Capita Grant requirements
 - I. *Serving Our Public*, Chapters IV & VII
13. New Business
 - A. Library water system
 - B. FY2003/04 Prevailing Wage Ordinance 03-02
 - B. FY2003/04 Budget and Appropriation Ordinance 03-03
 - C. FY2003/04 Board Meeting Schedule 03-04
 - A. FY2003/04 Annual Non-Resident Card Ordinance 03-05
14. Adjournment

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING OF MAY 21, 2003**

1. Call to order: Meeting called to order at 4:02 p.m. by President Mucha. Also in attendance: board members Ruklic, Engel, Amati, Fuller, and Kelly, and Director Schulten. Absent: Stoll.

Items 2 and 3 moved to end of agenda.

4. Minutes of regular meeting April 16, 2003, and special meeting April 30, 2003: Motion by Engel to approve, second by Ruklic. Motion passed unanimously.

5. Correspondence: Letter of thanks from patron for prompt service. Reminder about Crete intergovernmental get-together.

6. Bills for payment: Motion by Amati, second by Engel to approve. Motion carried unanimously on voice vote.

7. Librarian's report: Schulten added that health insurance will rise about 10 percent.

8. Financial report: Schulten said that the library will just make it to the end of the fiscal year with current funds.

9. Public comment: None.

10. Other reports:

A. Friends of the Library: Donated money to children's and adult summer programs.

B. Crete Library Foundation: Donated money to fund adult summer kick-off event. Looking for more members.

11. Closed session: Motion at 4:15 p.m. by Engel, second by Ruklic, to enter closed session. Motion passed unanimously on voice vote.

Board returned to open session at 4:30 p.m.

12. Old business:

A. FY2003/04 New Service & Personnel Hours: Motion by Amati, second by Ruklic, to reduce library service hours from 54 to 49 hours a week. Motion passed unanimously on voice vote.

Motion by Amati, second by Engel, to reduce staff hours worked. Motion passed unanimously on voice vote.

B. Meeting room policy: Motion by Ruklic, second by Engel, to amend policy to waive fee for local community & non-profit groups. Motion passed unanimously on voice vote.

C. FY2003/04 Building & Maintenance Ordinance 03-01: Motion by Engel, second by Fuller, to accept. Motion passed unanimously on voice vote.

D. FY2004 Per Capita Grant requirements: No action needed.

13. New business:

A. Library water system: No action taken.

B. FY2003/04 Prevailing Wage Ordinance 03-02: No action taken.

C. FY2003/04 Budget & Appropriation Ordinance 03-03: No action taken.

D. FY2003/04 Board Meeting Schedule 03-04: No action taken.

E. FY2003/04 Annual Non-Resident Card Ordinance: Motion by Amati, second by Fuller, to renew policy. Motion passed unanimously on voice vote.

2. Installation of new trustees: Fuller, Ruklic, and Kelly sworn in.

3. Election of new officers: Motion by Amati, second by Engel, to approve slate of officers as presented: Ruklic president, Kelly vice president, Fuller secretary, and Stoll treasurer. Motion passed unanimously.

14. Adjournment: Motion by Ruklic, second by Fuller, to adjourn at 5:15 p.m. Motion passed unanimously.

Respectfully submitted,

Patricia T. Kelly, Secretary