CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA

July 16, 2003
7:00 P.M.

BOARD MEETING

1. Call to order

2. Minutes
   Regular Meeting of June 19, 2003

3. Correspondence

4. Bills for payment

5. Librarian's Report

6. Financial Report

7. Public comment

8. Other reports
   A. Friends of the Crete Public Library
   B. Crete Library Foundation

3. Old Business
   A. Collection Management Policy
   B. Building Maintenance
   C. Administrative Librarian – annual review

3. New Business
   A. June 19, 2003 meeting review
   B. Refunding of 1993 Bonds

3. Adjournment

Crete Public Library Board of Trustees
Regular Meeting of July 16, 2003

1. Meeting called to order: Meeting was called to order at 7:00 P.M. by President Jay Ruklic. In attendance were Board members; Marian Engel, Jackie Amati, Jessica Stoll, Randy Mucha, Susan Fuller and Director Jane Schulten. Absent: Pat Kelly. Guests: Kathy Wantuch and Dennis Sullivan.

2. Minutes of meeting of June 19, 2003: Motion by Mucha to approve, second by Stoll. Motion approved unanimously.

3. Correspondence: Crete Area Chamber of Commerce will hold a get together on Tuesday, August 13, 2003 at Village Woods, starting at 6:00 P.M.

4. Bills for Payment: Motion by Mucha and second by Stoll to approve bills for payment. Motion carried unanimously on voice vote.

5. Librarian's Report: Jane Schulten reported that 3,000 items were checked out in the previous week. Also, the Board was informed that there is a good possibility that the Suburban Library System will merge with the Chicago Library System.

6. Financial Report: Treasurer Jessica Stoll reported that the Library budget is sitting fairly well. Salaries are over because there were 27 pay periods this year versus 26 last year. The gas bills have been higher due to rate increases and service fees have been pasted on by many of the Library vendors.

7. Public Comment: None

8. Other Reports:

A. Friends: Friends does not meet in the summer.

B. Foundation: Last meeting of July 8, 2003 was a review of the Foundation By-laws. Next meeting will be September 9, 2003.

9. Old Business:

A. Collection Management Policy: The State requires that Library's review the Policy each year. Motion by Engel and second by Amati that the Collection Management Policy be approved. Motion carried unanimously.

B. Building Maintenance: Motion by Amati, and second by Stoll to table discussion of Building Maintenance. Motion carried unanimously.

C. Administrative Librarian Annual Review: Annual review evaluation from Jane Schulten was submitted to President Jay Ruklic. Ruklic will review and provide Board members with a copy for their review and to submit any comments.

10. New Business:

A. June 19, 2003 Meeting Review: Due to a power outage at the library on Wednesday June 18, 2003, the Library Board meeting was rescheduled for the following evening. At this meeting Dennis Sullivan pointed out that we might have been in violation the IOMA, by not giving 48 hours notice of a changed meeting. President, Ruklic contacted the Illinois State Library section of the Secretary of State's office and spoke with Mike Reagan. He stated he was not qualified to offer a legal opinion, but would discuss the situation and felt that the Board had acted correctly under a "bona fide emergency". Ruklic also contacted Karen Steele in the Opinions Division for her advice. She felt that the Board had erred and a public apology should be made. Ruklic at this time apologized for violating the Open Meeting Act. Mucha stated for the record that the Board had learned a valuable lesson and had acted in good faith.

Board takes a break at 7:25 P.M. to await arrival of a representation from Ehler & Associate. Board reconvenes at 7:35 P.M.

B. Refunding of 1993 Bonds: Beth Rule from Ehler & Assoc. came to speak to the Board about taking advantage of lower interest rates by refinancing our Bond payments. President Ruklic felt that we should hold another meeting to discuss the refinancing the Bonds. At this time we are not prepared to make a decision. A special meeting to discuss the Bonds will be held on 7/23/03 at 7:00 P.M. at the Library.

No other New Business

11. Adjournment: Motion by Stoll, second by Amati, to adjourn at 7:58 P.M. Motion passed unanimously.

Respectfully submitted,

Susan K. Fuller, Secretary