

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA**

October 22, 2003

7:00 P.M.

BOARD MEETING

1. Call to order
2. Minutes
 - Regular Meeting of September 17, 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. Crete Public Library Salary Schedule (draft)
 - B. A Day Without Libraries Grant report
3. New Business
 - A. ILA Annual Conference Report
 - B. Tentative 2003 Levy Ordinance 03-06 (draft)
 - C. Zone 8 & 9 In Service Day (December 12, 2003)
3. Adjournment

Crete Public Library Board of Trustees
Minutes October 22, 2003

1. **Call to Order:** Meeting called to order by President Ruklic at 7:05 p.m. Trustees attending were Jackie Amati, Randy Mucha, Marion Engel and Susan Fuller. Trustees absent were Pat Kelly and Jessica Stoll. Also present was Library Director Jane Schulten.
2. **Minutes:** Motion to approve minutes of September 17, 2003 meeting by Mucha, second by Engel. Minutes approved unanimously.
3. **Correspondence:** A thank you note was read from Herb Schultz, thanking the Board for sending flowers while he was in the hospital.
4. **Bills for Payment:** Motion by Engle, second by Mucha to pay the bills. Motion approved by voice vote.
5. **Librarian's Report:** Jane was invited to a meeting of the Greater Downtown Business Owners to discuss the problems with teenage pranksters in the downtown area. There has been damage downtown and at the park district. The library has seen vandalism to the book deposit. The police attending the meeting suggested calling them if there is any suspicious activity. Also, the Library will be participating in the Trick or Treat Trail on Saturday, October 25th at the Crete Bike Trail.
6. **Financial Report:** Jane Schulten reports that the custodial cost is up a bit due to end of the year season clean up. Otherwise the library is on target with our budget.
7. **Public Comment:** None.
8. **Other:** A. Friends will meet on Tuesday October 28th.
B. Foundation is currently scheduled to meet on Veterans Day, a change of date is necessary.
9. **Old Business**
 - A. **Salary Schedule:** Minimal salary increase will begin in January 2004. Starting with lower salaried employees first.
 - B. **Library Grant:** A grant "A Day Without Libraries" (\$45,000) co-sponsored by Susan Roberts (Grande Prairie) and Crete Public Library was approved for funding by the Illinois State Library. The grant provides funding to develop and conduct a survey, tabulate and publish the results. The grant will allow each of the 15 libraries of the south suburbs to do some in depth and extensive analysis of library

services that would have been very expensive to do alone. This will become a document to be given to our village, local government and legislatures.

- C. **Library Grant:** The library received a \$2,000 grant towards the purchase of a new copy machine.

10. New Business

- A. **ILA Annual Conference Report:** Jane attended conference and reported that there was a presentation on RFID, radio frequency identification. The cost of this is about \$20,000, plus additional costs for chips in the books.
- B. **Tentative 2003 Levy Ordinance 03-06 (draft):** Jane will ask for \$563,200.00, but will probably receive \$540,490.00. Library will in fact receive what we should legally. Motion to approve 2003 Levy, Funds for Budget Year 2004/05 by Amati, second by Engel. Voice vote unanimous.
- C. **Zone 8 & 9 In Service Day (December 12, 2003)** The Crete library will be hosting the In Service Day this year. The library is closed on this date because it is a Friday. After the meeting the library will host its annual Christmas Party.

- 11. **Adjournment:** Motion by Mucha, second by Engel. Motion carried unanimously.

Respectfully Submitted

**Susan Fuller
Secretary, Library Board Trustee**