

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

June 16, 2004
7:00 P.M.

1. Call to order
2. Minutes
 - Regular meeting of May 18, 2004
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
9. Old Business
 - A. Long Range Planning
 - B. Eagle Scout Proposal
 - C. Impact fee
 - D. FY2004/05 Budget & Appropriations Ordinance 04-03
 - E. FY2004/05 Prevailing Wage Ordinance 04-04
 - F. FY2004/05 Board Meeting Schedule Ordinance 04-05
 - G. Building maintenance (parking lot)
10. New Business
 - A. Closed session for the review of closed session minutes January 2004-May 2004.
 - B. Personnel
 - C. Section 125 Premium Only Plan (POP)
 - D. IMRF Resolution
11. Adjournment

**Crete Public Library Board of Trustees
Minutes, June, 16, 2004**

- 1. Call to Order:** Meeting called to order by President Ruklic at 7:02 p.m. Trustees attending were Marian Engel, Susan Fuller, Pat Kelly and Jessica Stoll, Randy Mucha. Absent was Jackie Amati. Also, present was Library Director Jane Schulten.
- 2. Minutes:** Motion to approve minutes of May 18, 2004, meeting by Kelly, second by Engel. Minutes approved unanimously.
- 3. Correspondence:** A number of thank you notes to the library were received from the students who worked this year at the Coffee Connection.
- 4. Bills for Payment:** Additional bills for payment were Lakeshore Learning Materials paid for through Friends, \$221.13. Accu-Cut (paper cutting machine) paid for through Friends, \$599.20. Crete PLD (CS program reimbursement) paid for through Friends, \$275.00. Motion by Engel, second by Stoll to pay the bills. Motion unanimously approved by voice vote. Bond payment due at end of June. Motion to approve payment of Bond by Kelly, second by Engel. Motion unanimously approved by voice vote.
- 5. Librarian's Report:** Adult and Children's Services kicked off the summer reading program with great response from adults, including young adults and children. Mothers & Daughters reading program also a big success. So far 20 Mothers and Daughters are in the reading program, with six on the waiting list. Schulten has asked all Library Trustees to read the article from the Daily Herald, "Tax caps take tolls on our libraries". SB2158 passed both houses and is now on Governors desk to be signed. It amends the TIF act so this money can be used for residual development.
- 6. Financial Report:** Report shows that budget is at 91% of total for the year. Only 83% of the budget has been spent for the year.
- 7. Public Comment:** None
- 8. Other Reports:**
 - A. Friends:** No meeting
 - B. Foundation:** No meeting
- 9. Old Business:**
 - A. Long Range Planning:** The draft of the Long Range Plan 2004-05 is being shared with the Trustees and staff. Schulten is looking for suggestions to the plan and suggests that we all read the Sarah Long story about the closing of the Shasta County Library in 1989. Goal 3 will not be achieved until significant success of Goals 1 & 2.
 - B. Eagle Scout Proposal:** Ruklic has not received in writing as yet the plan for the project. Discussion with Chris Wagner is to clean up 50 to 60 feet of brush to view the creek going through the library property.

- C. Impact Fee: Motion by Mucha to approve Impact Fee proposal using total Operating Expenditures, including debt service. Second by Engel. Voice vote: Engel, Mucha, Ruklic vote yes, Fuller, Stoll, Kelly vote no. Amati absent. Tie vote. Motion to table the discussion by Stoll, second by Engel. Motion amended to table the discussion for six months by Stoll, second by Fuller. Engel, Fuller, Stoll, Kelly vote yes. Ruklic no. Mucha abstains Amati absent Vote carries.**
- D. FY2004/05 Budget Appropriations Ordinance 04-03: Notice on this ordinance will appear in the local papers for 30 days before the Trustees vote on 8/18/04. Motion by Mucha for Ordinance to appear in paper, second by Engel. Unanimous vote.**
- E. FY2004/05 Prevailing Wage Ordinance 04-04: Motion by Mucha to approve Ordinance, second by Kelly. Unanimous vote.**
- F. FY2004/05 Board meeting Schedule Ordinance 04-05: Motion by Mucha to approve the proposed Board meeting schedule for 2005, second by Engel. Unanimous vote.**
- G. Building Maintenance (parking lot): Bids were submitted by three different companies to seal coat, strip and do crack fill for the parking lot. Motion by Kelly to use Pavement Maintenance Solutions, second by Stoll. Unanimous vote.**

10. New Business:

- A. Closed session for the review of closed session minutes January 2004-May 2004: Motion by Kelly, second by Engel to go to Closed Session. Unanimous vote. Motion amended so the Closed Session could include discussion of Section 125 Premium Only Plan (POP).**
- B. Personnel: Applications close on Thursday. Most of those applying with MLS degree. Out of those applying, three have so far been selected to interview.**
- C. Section 125 Premium Only Plan (POP): Motion to create and implement this resolution Section 125 by Engel, second Mucha. Unanimous vote.**
- D. IMRF Resolution: Resolution 04-01. Motion by Kelly, second by Engel. Unanimous Vote.**

Other New Business: Council of Councils first meeting will be June 23rd. Wednesday, 7p.m. at the Library. Chambers invited to attend to discuss tax cap and libraries. First meeting is to formulate purpose and direction of the group.

11. Adjournment: Motion by Fuller, second by Stoll to adjourn at 8:58 p.m.

Respectfully Submitted

**Susan Fuller
Secretary, Library Board of Trustees**