

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA**

SEPTEMBER 21, 2005
7:00 P.M.

BOARD MEETING

1. Call to order
2. Minutes
Regular meeting of August 17, 2005
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. Library Impact Fee Resolution 05-02 Updating the Method of Determining and Collecting Impact Fees in the Unincorporated Areas of the Crete Public Library District.
 - B. Wi-Fi Hotspot promotion
 - C. Fall Family Fun Fest
 - D. Crete Chamber Info Center
10. New Business
 - A. Building Maintenance
Window & carpet cleaning
 - B. Personnel
 - C. IRS Mileage Rate
11. Adjournment

**Crete Public Library Board of Trustees
Minutes of September 21, 2005**

- 1. Call to Order: Meeting called to order by President Ruklic at 7:00 p.m. Trustees attending were Amati, Fuller, Tuttle, Borgia and Kelly. Also, present was Library Director Jane Schulten. Absent Engel**
- 2. Minutes: Move to approve Minutes from August meeting by Kelly, second by Amati. Minutes approved unanimously.**
- 3. Correspondence: Resignation letter from Gail Komer, Head of Youth Services, effective 10/4/05. She is leaving our library to accept a full-time position at the Frankfort Public Library.**
- 4. Bills for Payment: Additional bill for payment, \$187.82 for large print books, covered by a previous donation by the Friends group. Motion by Kelly, second by Amati to pay the bills. Motion unanimously approved by voice vote.**
- 5. Librarian's Report: Library Trustee Workshop will be on 11/5/05 at the Flossmoor Public Library. \$100.00 per library, all trustees are welcome to attend.**
- 6. Financial Report: All on schedule for the first two months of the new fiscal year. The electricity is a bit higher right now due to air conditioning for the summer. Cost of postage is up due to the recent Library newsletter.**
- 7. Public Comment: None.**
- 8. Other Reports:**
 - A. Friends: Friends met in August and decided there would be no Fall book sale. Looking for volunteers to take old Book Sale books to a Will County Recycling Event in November. Friends donated \$200.00 toward the cost of the Family Fall Fun Fest.**
 - B. Foundation: Foundation donated \$300.00 toward Family Fall Fun Fest. The annual 201 U Foundation Fundraiser is scheduled for March 19, 2006.**
- 9. Old Business:**
 - A. Library Impact Fee: Impact Fee was discussed at the Village Board meeting of September 12th. Tabled by Village Board to study further to see how other Villages' implement their Impact Fees. This will probably be discussed at the next two Village Board meetings. Trustees should try and attend these meeting to answer any questions the Village Board may have. Motion by Amati to approve Resolution 02-02 to update the method of**

determining and collecting the library impact fees in the unincorporated areas of the Crete Public Library District. Second by Kelly. Unanimous approval.

- B. Wi-Fi Hotspot Promotion:** Wi-Fi Hotspot literature done. Schulten would like to have a sign directing the public to Wi-Fi in the Library. Banner could be six to eight feet long and put up for about three months. Schulten will look into cost on banner.
- C. Family Fall Fun Fest:** Donation for food and decorations have been received from the Friends of the Library and the Crete Library Foundation. Would like patrons to register in advance if they and their families will be attending in order to be prepared with enough food.
- D. Crete Chamber Information Center:** The Crete Chamber is very interested in pursuing this idea. This will promote Crete businesses and is also a promotion of our Library. The Chamber will maintain and Library will probably provide a rolling cart for the materials.

10. New Business:

- A. Building Maintenance, Window & Carpet Cleaning:** Schulten has looked into window cleaning bids. Two were received. Aloha Window Cleaning located in Crete. Total price \$1,210.00. World Window Cleaning located in Burr Ridge. Total price \$675.00. The Board would like to use a local company. Schulten will go back to Aloha Window Cleaning and ask if they can do better on their estimate. To be discussed again at the October meeting.
- B. Personnel:** Discuss possibility of changing position of Head of Youth Services from a part-time to a full-time position. This would allow the person hired to fill this position to receive benefits and a higher salary. Total cost in increase to the Library would be \$12,594.00 a year. Since the library has very limited financial resources at this time the position will be left as part-time. Schulten will advertise the position as such. Further discussion on this will be at a future date.
- C. IRS Mileage Rate:** The IRS and Treasury Department announced on Sept. 9th an increase in the standard mileage rates for the final 4 months of the year. The new rate will be 48.5 cents a mile.

Adjournment: Motion by Kelly, second by Fuller. Unanimous vote to adjourn at 8:35 p.m.

Respectfully Submitted
Susan Fuller
Secretary, Library Board Trustee

