

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA**

OCTOBER 19, 2005
7:00 P.M.

BOARD MEETING

1. Call to order
2. Minutes
Regular meeting of September 21, 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. Wi-Fi Hotspot promotion
 - B. Fall Family Fun Fest
 - C. Building Report
 - D. Personnel
10. New Business
 - A. SWAN Full Participation Agreement
 - B. FY2005 Levy
11. Adjournment

**Crete Public Library Board of Trustees
Minutes of October 19, 2005**

- 1. Call to Order: Meeting called to order by Vice President Kelly at 7:00 p.m. Trustees attending were Amati, Fuller, Tuttle and Borgia. Also, present was Library Director Jane Schulten. Absent Engel and Ruklic. President Ruklic arrived at 7:15 and presided over the continuing meeting.**
- 2. Minutes: Move to approve Minutes from September meeting by Amati, second by Fuller. Minutes approved unanimously.**
- 3. Correspondence: Library trustees are invited to attend the Crete Monee High School groundbreaking ceremony on 11/3/05 at 10 a.m. Library Trustee workshop to be held on 11/05/05, 8:30 a.m. to 1 p.m.**
- 4. Bills for Payment: Additional bill for payment, \$43.00 for large print books. The payment is made through the Trustees Account. Motion by Amati, second by Fuller to pay the bills. Motion unanimously approved by voice vote.**
- 5. Librarian's Report: Schulten has reported that the Downer's Grove Public Library has a Fax Kiosk for its patrons to use. The cost is \$1.50 for first copy to send and \$1.00 for all others. A debit or credit card can be used. Vendor provides the paper. Schulten will look further into this has an option for Crete Library. There were two Grants written and none received by the Crete Library. One was for a Collections Development Grant and the other was a Gaming Grant.**
- 6. Financial Report: All on schedule for the first three months of the new fiscal year. Snow removal cost will be the same as last years cost.**
- 7. Public Comment: None.**
- 8. Other Reports:**
 - A. Friends: Book removal is scheduled for 11/3/05. Lion's Club will let the Library use their truck and trailer for this. Also, Friends will be selling a 2006 Book Lover's Calendar to raise funds. Cost will be \$8.00.**
 - B. Foundation: Foundation next meeting is scheduled for 11/8/05.**
- 9. Old Business:**
 - A. Wi-Fi Hotspot Promotion: The Library will be putting up banners outside the library to alert our patrons of Wi-Fi in the library. Permit from the Village is necessary to put up the banners.**

- B. Fall Family Fun Fest: Plans are being finalized. A tent has been ordered**
- C. Building Report: Six new windows have arrived. Need to find installer to put them in. Motion by Ruklic and second by Tuttle to award the installation to the lowest bidder. Vote unanimous. Also, Aloha Window cleaning revised their bid to \$875.00 for window cleaning, but World Window still remains the lowest bidder. Motion by Ruklic, second by Kelly to award the window cleaning bid to World Window. Vote unanimous.**
- D. Personal: The Library received five applications for the Head of Children's Services position. Current staff member Gail Scott was chosen for the position. Schulten suggests that we use the difference in pay from Komer to Scott to give employees a small salary increase.**
- E. Ordinance 2005-38: Motion by Kelly to accept revised Village Ordinance 2005-38, second by Tuttle. Vote unanimous.**

10. New Business:

- A. SWAN Full Participation Agreement: All Libraries in the SWAN Metropolitan Library System must fund and maintain the system. The participation agreement has been newly revised and updated and must be approved by all library members. Motion by Ruklic to approve this change, second by Amati. Vote unanimous.**
- B. FY2005 Levy: A Levy Hearing will take place before the regular November 16, 2005 meeting. Motion by Borgia and second by Kelly to approve tentative 2005 Levy of \$901,030. Vote unanimous.**

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

**Respectfully Submitted
Susan Fuller
Secretary, Library Board Trustee**