

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

June 21, 2006
7:00 P.M.

BOARD MEETING

1. Call to order
2. Minutes
Regular meeting of May 17, 2006
3. Correspondence
4. Bills for payment
5. Librarian's Report
6. Financial Report
FUB Sweep Account
7. Public comment
8. Other reports
 - A. Friends of the Crete Public Library
 - B. Crete Library Foundation
9. Old Business
 - A. Board vacancy
 - B. Long Range Planning
 - C. FY2006/07 Prevailing Wage Ordinance 06-03
 - D. FY2006/07 Board Meeting Ordinance 06-04
10. New Business
 - A. Ordinance 06-05 Authorizing public library non-resident cards
 - B. Resolution 06-01 Adoption of Section 125 Plan (POP Plan) for FY2006/07.
 - C. Building Systems maintenance
 - D. Personnel (Administrator annual review)
11. Closed Session (if needed)
12. Adjournment

Crete Public Library District
Board of Trustees
Minutes June 21, 2006

- I. Meeting called to order at 7:02 p.m. by President Ruklic. Present were Trustees Engel, Kelly, Ruklic, Tuttle, Amati, Borgia, and Director Schulten.
- II. Minutes: Kelly moved, Tuttle seconded to approve minutes of May 17, 2006. Unanimous vote to approve.
- III. Correspondence: 1) AT&T will be removing the library's pay phone. Other providers were consulted, but were too expensive for the amount of use. Circ department suggested letting patrons use library phone for a charge. 2) Invitation to a discussion regarding tax cap relief on Tuesday, July 25th at 2:00 p.m. State Representative Robin Kelly will be present.
- IV. Bills for payment: Additional bills: Window cleaning: \$770.00; JTP Lawn Care (edging and weeding) \$2,175.00. Engel moved to approve bills including additional ones. Borgia seconded. Aye votes: Amati, Borgia, Engel, Kelly, Ruklic, and Tuttle. Bills approved. Semi-annual bond payment due of \$27,365.00. Kelly move to approve, Engel seconded. Aye votes: Amati, Borgia, Engel, Kelly, Ruklic, and Tuttle. Motion carried.
- V. Librarian's report: Crete needs 2 people between 1:00 and 3:00 p.m. for Library Palooza on July 15. The results of the MLS Trustee workshops and survey are enclosed in packets. Summer Reading has 375 children, 110 adults, and 41 young adults signed up. Painting the Parking lot was very successful. Excellent turnout and response to Reaching Forward Annual Conference for library support staff. The Board discussed keeping the library in the public eye for the coming year.
- VI. Financial Report: Treasurer Borgia reported that budget finalization is on track and we are winding up fiscal year in black. Schulten reported that the sweep account we have been using at First United Bank of Crete is bringing in less interest income than we would get in IPTIP accounts. Kelly moved to put our funds into IPTIP account while keeping checking accounts with First United Bank. Engel seconded. Aye votes: Amati, Borgia, Engel, Kelly, Ruklic, Tuttle.
- VII. Public Comment: no public, no comment.
- VIII. Other Reports: Friends granted several requests for funding. They will not meet over summer. Foundation will meet in July to discuss Flamingo Flocking.
- IX. Old Business:
 - A) Board Vacancy: Three people applied. Interviews set for Wednesday June 28 starting at 6:30 p.m. Board will meet at committee of whole.
 - B) Long range planning: three focus groups moderated by Alexis will be held Saturdays July 8 and 29 from 10:00 to 12:00 and Monday, July 17 at 7:00. Participants

in the referendum campaign and others will be invited to attend, but meetings will be open to all.

C) FY2006/07 Prevailing Wage Ordinance 06-03. Kelly moved to approve, Engel seconded, Aye votes: Amati, Borgia, Engel, Kelly, Ruklic and Tuttle.

D) FY2006/07 Board Meeting Ordinance 06-04. Tuttle moved to approve, Borgia seconded, Aye votes: Amati, Borgia, Engel, Kelly, Ruklic, and Tuttle.

X. New Business:

A) Ordinance 06-05 Authorizing public library non- resident cards. Engel moved to approve, Borgia seconded. Unanimously approved.

B) Resolution 06-01 Adoption of Section 125 Plan (POP Plan) for FY2006-07. Kelly moved to approve, Engel seconded. Aye votes: all present.

C) Building Systems maintenance: Three bids submitted, two of which did not include fire systems. Schulten reported that fire system maintenance should be less than \$2,000.00 a year. Borgia recommended Phoenix be contacted to bid on fire systems. Honeywell contract for building system maintenance is up next week. Tuttle moved to approve the bid from Arctic Engineering for annual preventive maintenance service in the amount of \$4,570. , Borgia seconded. Aye votes: Amati, Borgia, Engel, Kelly, Ruklic, Tuttle. Motion approved.

D) Personnel: Schulten recommended a board and staff forum be held before the public ones. It will be held on July 10th. Public forums will be July 17, 22, and 29.

E) Tuttle moved to enter closed session to discuss administrative librarian's annual review. Engel seconded. Approved unanimously. Board entered closed session at 8:25. Board returned to open session at 8:40.

F) Tuttle moved that the library become a sponsor of Wild West Days in the amount of \$250.00. Engel seconded. Aye votes: Amati, Borgia, Engel, Kelly, Ruklic, and Tuttle.

XI. Adjournment: Engel moved to adjourn at 8:50 p.m. Kelly seconded. Motion approved.

Respectfully submitted,

Jacqueline Amati
Secretary