

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

***** DATE CHANGE *****

September 19, 2006
7:00 P.M.

BOARD MEETING

1. Call to order
2. Minutes
 - Regular meeting of August 16, 2006
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. Building maintenance
 - I. Carpet repair
 - II. Fire alarm system maintenance
 - III. Phone system
 - A. Fall Family Fun Fest
10. New Business
 - A. Fee & fine collection systems (E-Pay & E-Commerce)
 - B. FY2006/2007 Library hours
 - C. FY2007 Per Capita Grant
11. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES September 19, 2006

I. Call to Order: 7:05 p.m. Present: Amati, Borgia, Kelly, Ruklic, Tuttle, Director Schulten.

II. Minutes: Kelly moved to approve, Tuttle seconded, motion passed.

III. Correspondence: none

IV. Bills for payment: Additional bill of \$130.44 for Centerpoint large print books. Kelly moved to approve all bills, seconded by Borgia, all present voted "aye".

V. Librarian's Report: Circulation is up, particularly in children's department. PC's installed on Friday. Jane and Susan Roberts will give a report to the ILA on Oct. 5th about the "Imagine a Day without Libraries" program. The Position Classification committee is working well and may have a report in October. All bids are not in for the fire alarm system. We have a Simplex System and will need to go with a company that deals with Simplex. Arctic will start Boiler Monday and do checks. On Wednesday 9/12 had an electrical problem that required closing for a time. The auditors are coming 10/03/06. Bill Lau will be invited to the October meeting.

VI. Public Comment: no public, no comment.

VII. Other Reports: A. Friends of the Library: No book sale this fall, will recycle instead. B. Crete Library Foundation: met last month and will meet quarterly from now on. Donated \$500.00 to the Fall Family Fun Fest.

VIII. Old Business:

A. Long Range Planning: coming along nicely with position classification. There is a need for financial advice dealing with first levy and how to capture maximum for special accounts. Two possibilities for this service. Ruklic and Borgia to make contact and set up meetings in the second week of October.

B. Building Maintenance:

1. Carpet regluing: investigate possibilities with Chatham Carpet. Do we replace, reglue, liability ? Should we do it now while buckling or wait until straightens out? Board consensus: Check options and report in October.

2. Fire Alarm: see above.

3. Phone system: last company will be here on 9/20. Old system is ten years old, need new phones and voice mail. Projected cost between \$4500.00 and \$7,000.00. We do not have to rewire.

4. Bids for snow removal are out.

5. Defibrillator has arrived and is at circ. desk.

C. Fall Family Fun Fest: Kelly will handle food, Tuttle soft drinks. all set for 3:30 to 6:30 p.m.

IX. New Business:

A. Fee and Fine collection (E-pay and E- Commerce) : Board will be kept posted on this issue.

B. FY2006/7 Library hours.

1. Borgia moved to close the Saturday before Christmas and New Years Eve. Tuttle seconded. Motion passed.

2. Borgia moved to open on Fridays starting 06/01/2007. Tuttle seconded. Motion passed.

C. FY2007 Per Capita Grant. Will need to update Emergency preparedness.

X. Adjournment: Kelly moved to adjourn, Tuttle seconded, motion passed. Meeting adjourned 8:45 p.m.

Respectfully Submitted,
Jacqueline S. Amati Secretary