

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA**

November 15, 2006
7:00 P.M.

**BOARD MEETING
AGENDA (Revised)**

1. Call to order
2. Minutes
Regular meeting of October 18, 2006
3. Correspondence
4. Bills for payment
5. Librarian's Report
6. Financial Report
Bill Lau, William A. Lau & Associates
7. Public comment
8. Other reports
 - A. Friends of the Crete Public Library
 - B. Crete Library Foundation
9. Old Business
 - A. Long Range Planning
Job Descriptions
 - B. Building maintenance
 - I. Snow removal bids
 - II. Arctic update
 - A. FY2006 Levy and hearing date
10. New Business
 - A. December Board Meeting
 - B. Annual Holiday party
11. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
MINUTES OF NOVEMBER 15, 2006 MEETING

- I. Call to Order: 7:00 p.m. Present: Borgia, Kelly, Ruklic, Tuttle, Amati, Warren, Director Schulten.
- II. Minutes: Tuttle moved to accept the minutes of October meeting, Kelly seconded. Motion passed.
- III. Correspondence: None
- IV. Bills for Payment: Additional Bill of \$1,477.57 from MasterCard (for computers) to be paid from Capital Projects fund. Kelly moved to pay all bills; Borgia seconded; all voted "aye". Motion passed.
- V. Financial Report: Bill Lau presented a run through of the financial statements to the edification of all trustees. Noted that the monthly financial statements were internal documents, not a formal audit. Library is on track with its budget.
- VI. Librarian's Report: Deb Meder in hospital, sent card. Crete Public Library is one of five libraries participating a grant project called "Dream Tales" that will provide storytellers at local PADS shelters. The library is participating in Crete Country Christmas and purchased ad in the flyer. The library will be on trolley stop and will have a drop-in craft for children.
- VII. Public comment: None
- VIII. Other Reports:
 - A) Friends of the Library: Book recycling went well, 2 kids helped, Lions Club donated truck; Float for Parade of Lights organized.
 - B) Foundation: Flamingoes being held for price rise; New vendor for pavers (Indian Creek); Foundation will provide \$300.00 for purchase at Art Fair; discussed possible sign.
- IX. Old Business:
 - A) Job Description report finished; Current employees are grandfathered in. Amati moved to accept, Warren seconded, all voted "Aye", motion passed.
 - B) Building Maintenance:
 - 1) Snow removal bids received, Kelly moved to accept bid from Crete Custom Cuts, Borgia seconded, all voted "aye", motion passed.
 - 2) Arctic: New sensors were successfully installed in the boilers, but there are still some valves jammed. Blowers not functioning as

contactors had burnt out during a recent brown-out in the building.
Arctic is fixing problems.

C) FY2006 Levy and Hearing date: Meeting to discuss levy will be held
Dec. 6, at 7:00 p.m.

X. New Business:

A) December Board meeting Wed. 12/6/6.

B) First United Bank accounts: Kelly moved to permit the Administrative Librarian to have "view-only access" to the library's accounts so that they may be monitored for sufficient funds. Tuttle seconded, all voted "aye". Motion passed.

C) Kelly moved to move \$400,000.00 from FUB General Fund Account to the library's IPTIP General Fund Account. Tuttle seconded. Roll Call vote: all "aye". Motion passed.

D) Annual Holiday set for Friday, 12/15/06 at 5:00; potluck. One 15 year, two 10 year and one 5 year employees to be honored. Kelly moved to give \$50.00 gift certificates to all staff members, Borgia seconded, all "aye", on roll call, motion passed.

XI. Adjournment: Borgia moved, Warren seconded to adjourn at 8:55 p.m. Motion passed.

Respectfully submitted,

Jacqueline Amati
Secretary