

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES  
AGENDA**

**February 17, 2010  
7:00 P.M.**

**BOARD MEETING**

1. Call to order
2. Minutes
  - Minutes of Regular Meeting January 20, 2010
  - Minutes of the Special Meeting February 10, 2010
3. Correspondence
4. Bills for payment
5. Financial Report
6. Librarian's Report
  - Circulation Services Department report – Dept. Head Deb Meder
7. Public Comment
8. Community Outreach
9. Other reports
  - A. Friends of the Crete Public Library
  - B. Crete Library Foundation
12. Old Business
  - A. Village of Crete TIF Extension Request
  - B. FY2009/10 Goals & Objectives - 2<sup>nd</sup> Quarter Progress Report
13. New Business
  - A. Copy machines – replacement plan
  - B. Administrative Librarian Review
14. Adjournment

**CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Minutes of February 17, 2010**

- I. Call to order: Meeting called to order by President Kelly at 7:01 p.m. Those in attendance: President Kelly, board members Daugherty, Ruklic, Tuttle, Wagner & Warren. Trustee Amati on phone. Also in attendance: Administrator Schulten, Head of Adult Services Amschl, Admin. Asst. Nelson, Village of Crete Trustee Wiater, & Village Manager Durkin.
- II. Minutes: Motion to approve minutes of regular meeting January 20, 2010 by Ruklic, second by Wagner. Motion passed unanimously. Motion to approve minutes of special meeting of February 10, 2010 by Wagner, second by Ruklic. Motion passed unanimously.
- III. Correspondence: Thank you from staff for holiday party, thank you from Williams for flowers. Save the date for the annual CM201U Wine & Cheese Party to be held March 27<sup>th</sup> at the Lincolnshire County Club. Tickets will be \$35.00.
- IV. Bills for payment: Motion to approve all bills for payment by Tuttle, second by Warren. Motion passed unanimously on voice vote.
- V. Financial report: The budget is still on target. The fiscal year is 60% over and expenditures are slightly below that.
- VI. Librarian's report: Head of Circulation Meder presented changes to the circulation desk that would provide more work space and improve traffic flow. Since several departments would like to make changes it might be a good idea to hire a building consultant that could insure any changes would all work together.
- VII. Public comment: Village Trustee Wiater stated how important the TIF extension is to future development in Crete and how it will benefit the entire community.
- VIII. Community outreach: Trustee Warren attended the School Board meeting. There were many people in attendance since proposed budget cuts were a major issue at the meeting. The school board handed out pamphlets which addressed the main concerns. The community meetings for next month were scheduled.
- IX. Other reports:
  - A. Friends of the Crete Public Library: Plans for the spring book sale on March 20<sup>th</sup> were discussed.
  - B. Crete Library Foundation: The foundation will meet on April 13<sup>th</sup>..

X. Old business:

- A. Village of Crete TIF Extension Request: Motion to approve the Village of Crete TIF Extension Request by Ruklic, second by Wagner. Motion passed.
- B. FY2009/10 Goals & Objectives – 2<sup>nd</sup> Quarter Progress Report: The goals & objectives were reviewed and many have been achieved. Plans are being made to work on the remaining goals.

XI. New business:

- A. Copy machines – replacement plan: Two of the current copiers will not be serviced since parts and supplies are no longer available. Administrator Schulten is looking into two new or slightly used copiers that can be networked into the system. Staff will be able to print, scan or fax from their computers.
- B. Administrative Librarian Review: The documents for the Administrator's review will be emailed next month.

XII. Adjournment: Motion to adjourn at 8:11 p.m. by Ruklic, second by Warren. Motion passed unanimously.

Respectfully submitted,  
Jacqueline S. Amati, Secretary