

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA**

**October 20, 2010
7:00 P.M.**

BOARD MEETING

1. Call to order
2. Minutes
Minutes of the Regular Meeting September 15, 2010
3. Correspondence
4. Bills for payment
5. Financial Report
6. FY2010 Levy Review
Financial Consultant Jamie Rachlin
BMO Capital Markets GKST Inc.
7. Librarian's Report
8. Public Comment
9. Community Outreach
10. Other reports
 - A. Friends of the Crete Public Library
 - B. Crete Library Foundation
11. Old Business
 - A. Building & Maintenance update
 - B. Trustee vacancy
 - C. Fall Family Fun Fest – recap
 - D. FY2010 Levy Ordinance 10- 09 – information report
12. New Business
 - A. MLS Annual meeting October 22nd @ 9:30 Oak Park PL
 - B. ATLAS Staff In-Service Dec, 3rd – closing request
 - C. Illinois Library Systems update
13. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Minutes of October 20, 2010

- I. Call to order: Meeting called to order by President Kelly at 7:02 p.m. Those in attendance: President Kelly, board members, Amati, Ruklic, Tuttle & Warren. Also in attendance: Administrator Schulten, Head of Adult Services Amschl, Admin. Asst. Nelson & Jamie Rachlin from BMO Capital Markets GKST, Inc. In consideration of Mr. Rachlin's time, the FY2010 Levy Review was moved up on the agenda.
- II. Minutes: Motion to approve minutes of September 15, 2010 by Ruklic, second by Amati. Motion passed unanimously.
- III. Correspondence: Letter from patron thanking the Children's Department for the great programs.
- IV. Bills for payment: One additional bill for payment, Overdrive Media in the amount of \$612.43. Motion to approve all bills by Amati, second by Tuttle. Motion passed unanimously on voice vote.
- V. Financial report: Trustee Warren reported that the budget is on track.
- VI. FY2010 Levy Review: Mr. Rachlin explained that the library levy is now under the tax cap and he went through the various factors that will impact the levy. He also had several suggestions that will maximize the library's finances for the coming years.
- VII. Librarian's report: Administrator Schulten reported on the upcoming plans for the Crete Country Christmas. Raffle tickets are being sold and she suggested that the Friends and/or Foundation may want to contribute some funds to help sponsor the event.
- VIII. Public comment: No public comment.
- IX. Community outreach: Trustee Amati attended the Township meeting and learned about sewage dumped in the watershed. She said she had more information on the problem. Trustee Ruklic went to the School Board meeting, they are looking into issuing bonds in order to finish the school year. Trustee Tuttle attended a TIF meeting and heard about the proposal to improve Crete Commons. Meetings for November & January were assigned.
- X. Other reports:
 - A. Friends of the Crete Public Library: Trustee Amati reported that the bake sale didn't do as well as hoped. Weather kept some people from attending the Fall Family Fun Festival. The book sale will be November 13th.
 - B. Crete Library Foundation: The Foundation will meet on November 9th.

XI. Old business:

- A. Building & Maintenance update: The various outdoor projects were completed and now the library will look to schedule some meetings with library space planners and designers for some interior renovations.
- B. Trustee vacancy: The library received 5 letters of interest for the vacancy. President Kelly will set up appointments for the board to interview the candidates.
- C. Fall Family Fun Fest – recap: The board was pleased with the location changes for the food & drinks. Trustee Tuttle wanted to review the reasons behind the Fest and make sure this was still a good way to reach the community.
- D. FY2010 Levy Ordinance 10-09- information report: The levy amounts were discussed and the levy hearing will be held at the November meeting.

XII. New business:

- A. MLS Annual meeting October 22nd @ 9:30 Oak Park PL: Former Trustee Daugherty will receive this year's Susan Roberts Strengthening Our Profession Award for her mentoring work with school librarians.
- B. ATLAS Staff In-Service Dec 3rd – closing request: The staff will meet with other libraries at GSU then return to the Crete Library for basic emergency procedure reviews. The board & staff holiday party will be December 10th at 6:00 p.m. Motion to close on December 3rd for the Staff In-Service by Tuttle, second by Amati. Motion passed unanimously.
- C. Illinois Library Systems update: While MLS continues to hope for a December payment, plans are underway for merging with 4 other Library Systems. Setting up material delivery still needs to be finalized.

XIII. Adjournment: Motion to adjourn at 8:12 p.m. by Ruklic, second by Warren. Motion passed unanimously.

Respectfully Submitted,
Jacqueline S. Amati, Secretary