

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES

BOARD MEETING

AGENDA

July 18, 2012

1. Call to order
2. Minutes
 - Minutes of the Regular Meeting June 20, 2012
3. Correspondence
4. Bills for payment
5. Financial Report
6. Librarian's Report
7. Public Comment
8. Community Outreach
9. Other reports
 - A. Friends of the Crete Public Library
 - B. Crete Library Foundation
10. Old Business
 - A. Re-Design update
 - Interior Designer review
 - Logo colors
 - B. FY2013 Per Capita Grant - Serving Our Public Chapter 6
11. New Business
 - A. FY2012 Budget & Appropriation Ordinance FY12-04 (information)
 - B. Financial/Capital Replacement Plan (information)
 - C. Will County Tax Abatement Program (information)
 - D. Patron Laptops purchase
 - E. Appointment of the Secretary's Audit Committee (IPLAR Report)
12. Adjournment

**CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Minutes of July 18, 2012**

- I. Call to order: Meeting called to order by President Tuttle at 7:02 p.m. Those in attendance: President Tuttle, board members Amati, Boehner, Ruklic, Sizemore & Wagner. Also in attendance: Administrator Schulten, Head of Adult Services Amschl & Admin. Asst. Bonfiglio.
- II. Minutes: Motion to approve minutes of June 20, 2012 by Boehner, second by Sizemore. Motion passed. Ayes: Amati, Boehner, Ruklic, Sizemore & Wagner. Nays: None.
- III. Correspondence: Thank you from the Village of Crete for participating in the parade. Reminder concerning the upcoming Park-A-Palooza on Sept 8th from 11-5.
- IV. Bills for payment: No additional bills for payment. Motion to approve all bills by Wagner, second by Amati. Motion passed on voice vote. Ayes: Amati, Boehner, Ruklic, Sizemore & Wagner. Nays: None.
- V. Financial report: Treasurer Ruklic noted that expenditures for the fiscal year end were well below 100%. Administrator Schulten stated that the excess can be used to cover the last bond payment & the redesign project.
- VI. Librarian's report: Ms. Schulten stated that each month the board will need to decide if they will need the extra meeting for the next month. It is easier to cancel a meeting than to set up an extra one. Summer reading program has been going well, circulation is up and the programs have been well attended. The position of RAILS Director was turned down by the top two candidates. The interview process will be reviewed to see if improvements could be made, in the meantime an interim director has been appointed. The Illinois State Library has requested RFP for a statewide delivery service. The ATLAS consortium will receive the Hugh C. Atkinson Memorial/DEMCO Award for innovative service at this year's Illinois Library Association conference.
- VII. Public comment: No public comment.
- VIII. Community outreach: At the August meeting the calendar for the next 3 months will be set up.
- IX. Other reports:
 - A. Friends of the Crete Public Library: The book sale at the Crete Women's Club Garden Walk was a success with the help of staff: Deb, Lori & Sharon. The Friends will meet again in August.
 - B. Crete Library Foundation: The Foundation will meet on September 11th.

X. Old business:

- A. Redesign update: The board discussed the various proposals submitted by the designers. Since they had some questions & also needed clarification on several items, the board decided to meet with each. Administrator Schulten will set up the meetings for August and the board members will send any questions to the Administrator before the meetings. The board members viewed the new logo in color for the first time. Most of the trustees liked option B but wanted to see the library name in a different color.
- B. FY2013 Per Capita Grant – Serving Our Public Chapter 6: The board discussed the material.

IX. New Business:

- A. FY2012 Budget & Appropriation Ordinance FY12-04 (Information): Motion to approve tentative FY2012 Budget & Appropriation Ordinance FY12-04 by Amati second by Boehner. Motion passed on voice vote. Ayes: Amati, Boehner, Ruklic, Sizemore & Wagner. Nays: None. The ordinance will be available to the public, then next month it will be voted on & published.
- B. Financial/Capital Replacement Plan (information): The board discussed the need for a Financial/Capital Replacement Plan. The plan would assess the library's future building expenditures & revenue streams.
- C. Will County Tax Abatement Program (information): With the abatement program, businesses could apply for a tax abatement. Each application would be graded to determine the amount of the abatement & unlike a TIF the business would be on the tax rolls which would not affect the tax rate & the abatement would be for fewer years.
- D. Patron Laptops purchase: The current laptops cannot support the new software that is needed. The new ones can be set up to be used as a mobile library. Motion to approve purchase of 10 laptops by Ruklic, second by Boehner. Motion passed. Ayes: Amati, Boehner, Ruklic, Sizemore & Wagner. Nays: None.
- E. Appointment of the Secretary's Audit Committee (IPLAR Report): Trustees Amati & Tuttle will review the minutes for the last fiscal year.

IX. Adjournment: Motion to adjourn at 8:27 p.m. by Wagner, second by Sizemore. Motion passed. Ayes: Amati, Boehner, Ruklic, Sizemore & Wagner. Nays: None.

Respectfully submitted,
Cindy Wagner, Secretary