

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
BOARD MEETING**

**June 17, 2015
7:00 p.m.**

MEETING AGENDA

1. Call to order
2. Election of Officers
3. Minutes
Minutes of the Regular Meeting May 20, 2015
4. Correspondence
5. Bills for payment
6. Financial Report
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. FY2015/16 Premium Only Plan (Resolution 15-04 action)
 - B. FY2015/16 Prevailing Wage (Ordinance 15-01 action)
 - C. FY2015/16 Meeting Dates & Times (Ordinance 15-02 action)
 - D. FY2015/16 Public Library Non-Resident Cards (Ordinance 15-03 action)
 - E. Administrative Librarian Search/Interim Director options
12. New Business
 - A. IMRF authorized agent appointment
 - B. Library statistical reports
13. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
JUNE 17, 2015

- I. Call to order: Meeting called to order by Vice-President Boehner at 7:05 p.m. Those in attendance: Vice-President Boehner, trustees: Monks, Noble, Sizemore & Warren. Absent: Van Zyl. Also in attendance: Administrator Schulten, Asst. Admin. Amschl & Admin Asst. Bonfiglio.
- II. Election of officers: New officers were selected. Motion by Monks for election of the following slate of officers: President, Warren, Vice-President, Boehner, Secretary Sizemore & Treasurer Monks, second by Boehner. Motion passed on voice vote. Ayes: Monks, Noble, Sizemore & Warren. Nays: None. New President Warren continued the meeting.
- III. Minutes: Motion to approve minutes of regular meeting of May 20, 2015 by Monks, second by Boehner. Motion passed. Ayes: Boehner, Monks, Noble & Sizemore. Nays None.
- IV. Correspondence: Thank you note from the Happy Bookers for the use of a meeting room. Letter of interest in the board vacancy from David Quinn.
- V. Bills for payment: Trustee Boehner had several questions. The board discussed the bills for the newsletter printing, the annual bill for My Media Mall access & the bill for Heritage Technology. There were two additional bills. A bill in the amount of \$6494.00 to NMT for the Proseek software program. Also a bill to Kaana IT for \$187.80 for software. Motion to approve all bills as presented by Boehner, second by Sizemore. Motion passed on voice vote. Ayes: Boehner, Monks, Noble & Sizemore. Nays None.
- VI. Financial report: Treasurer Monks reported that with one more month to go until the end of the fiscal year, the library has collected 99% of revenue and spent only 75.5%. There may be a surplus at the end of the year. Since interest rates are so low the library has not been collecting much interest revenue. The library has limited investment options available.
- VII. Librarian's report: This was Ms. Schulten's last meeting and she thanked the Board for making it such a pleasure to work here.
- VIII. Public comment: No public comment.
- IX. Community outreach: No community outreach.
- X. Other reports:
 - A. Friends of the Crete Public Library: The Friends will have a booth at the Garden Walk otherwise they will be off for the summer.
 - B. Crete Library Foundation: The Foundation will be off for the summer.

XI. Old business:

- A. FY2015/16 Premium Only Plan (Resolution 15-04 action): Motion to approve FY2015/16 Premium Only Plan Resolution 15-04 by Monks, second by Sizemore. Motion passed on voice vote. Ayes: Boehner, Monks, Noble & Sizemore. Nays None.
- B. FY2015/16 Prevailing Wage (Ordinance 15-01 action): Motion to approve FY2015/16 Prevailing Wage Ordinance 15-01 by Sizemore, second by Monks. . Motion passed on voice vote. Ayes: Boehner, Monks, Noble & Sizemore. Nays None.
- C. FY2015/16 Meeting Dates & Times (Ordinance 15-02 action): Meetings will start at 7:30, dates will stay the same. Motion to approve FY2015/16 Meeting Dates & Times Ordinance 15-02 by Sizemore, second by Boehner. Motion passed on voice vote. Ayes: Boehner, Monks, Noble & Sizemore. Nays None.
- D. FY2015/16 Public Library Non-Resident Cards (Ordinance 15-03 action): Motion to approve FY2015/16 Public Library Non-Resident Cards Ordinance 15-03 by Boehner, second by Noble. . Motion passed on voice vote. Ayes: Boehner, Monks, Noble & Sizemore. Nays None.
- E. Administrative Librarian Search/Interim Director options: Mr. Keister has several candidates and plans to come to the next board meeting. In the meantime, the library will need an interim director. Ms. Schulten has proposed hiring Ms. Amschl as interim and Ms. Schulten will be available as a consultant. Motion to accept Ms. Amschl as interim by Monks, second by Sizemore. Motion passed on voice vote. Ayes: Boehner, Monks, Noble & Sizemore. Nays None. Motion to hire Ms. Schulten as a consultant per the details of the proposal by Boehner, second by Monks. Motion passed on voice vote. Ayes: Boehner, Monks, Noble & Sizemore. Nays None.

XII. New business:

- A. IMRF authorized agent appointment: With the retirement of Ms. Schulten the board will need to appoint a new authorized agent for IMRF. Admin. Asst. Bonfiglio has served as authorized agent in the past and has had training. Motion to appoint Ms. Bonfiglio as IMRF authorized agent for the Crete Library, Resolution 15-04 by Boehner, second by Monks. Motion passed on voice vote. Ayes: Boehner, Monks, Noble & Sizemore. Nays None.
- B. Library statistical reports: The new system doesn't produce the same statistical reports as the old system. Now might be a good time to review the information in the reports and determine what information is really needed and what should be eliminated. Some items could be added for instance: meeting room use.

XIII. Adjournment: Motion to adjourn at 8:16 p.m. by Sizemore, second by Monks. Motion passed. Ayes: Boehner, Monks, Noble & Sizemore. Nays None.

Respectfully Submitted,
Georgia Sizemore, Secretary