

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES  
February 19, 1992

AGENDA

1. Call to order
2. Minutes of the regular board meeting of December 19, 1991 and the building committee meeting of January 30, 1991
4. Correspondence
5. Bills for payment
6. Librarian's report
7. Financial report
8. Visitors speak
9. Old Business
  - A. Update on Referendum Citizens' Committee
  - B. Report on systems merger and realignment
10. New Business
  - A. Appointment of ADA staff person
  - B. Cooperative collection development--per capita grant
11. Executive session to discuss personnel
12. Adjournment

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

MEETING OF FEBRUARY 19, 1992

Present: Trustees Adams, Engel, Foley, Klausman, Schultz, and  
Administrative Librarian Wsol.

Absent: Murray and Shepley.

Also Present: Matt Logan - Hammond Times Reporter.

1. President Rose Marie Foley called the regular monthly meeting to order in the Library Board Room at 4:32PM.
2. Minutes of the Regular Monthly Meeting of January 15, 1992 and the January 30, 1992 Building Committee Meeting were approved as written.
3. Correspondence.

- (a) The Library received "Contact Points", the Winter(1992) publication of the newly formed Friends of the Illinois Libraries(FOIL-July,1992). FOIL is a statewide Friends Group, with membership made up of the Local Library Friends Groups. The purpose is to interchange ideas through networking. Apparently this group(FOIL) intends to work closely with FOLUSA(Friends of the Library USA).

Information regarding FOIL will be passed on to Sue Szela, the President of the Crete Public Library Friends Group, providing she doesn't already have it.

- (b) A letter was received from MPS, an accounting firm serving the Crete Public Library District locale, expressing a desire to quote on our accounting needs(financial). The letter was given to Sharon Wsol who will request a quotation when our current contract with William A. Lau & Company, LTD. is being considered for renewal.

4. Bills for Payment

Sharon Wsol informed the Board that an expenditure of \$70 (Account # 15270), for voter lists obtained from Will County for the Referendum Committee Program, was reimbursed to the Library by the Friends of the Library.

The Bills were reviewed and a motion was made by Marian Engel and seconded by Sandy Klausman to authorize payment. All Trustees present voted Aye. Absent: Murray and Shepley.

MOTION CARRIED.

5. Librarians Report.

- (a) Circulation has increased 13% over last year, same time

period, and 470 new cards have been issued in the July 1, 1991 - January 31, 1992 time period.

- (b) Chicago Community Trust has accepted an SSLA Grant Application for Production of a Community Organization Guide -- on line and in print. The Grant is for \$250,000 and has two resource centers - one in Park Forest and one in Blue Island. This guide will cover all communities in which the Libraries have signed on to participate.

THE LIBRARIANS REPORT WAS PLACED ON FILE.

6. Financial Report.

The Financial Report was reviewed and budgetary performance discussed. It was noted that Custodial Services were running higher than expected to date. Printing and Computer Services expense were much lower than expected.

THE FINANCIAL REPORT WAS PLACED ON FILE.

7. Visitors Speak.

None present.

8. Old Business.

- (a) Update on Referendum Citizens' Committee.

(1) Publicity.

- There is a printing delay on the Newsletter.
- Seems to be a time gap in Letters-to-the-Editor.
- Articles need to be sent to Hammond Times, the Crete Record and the Star.
- Bookmarks are in hand - Friends of the Library.

(2) Speakers.

- Scheduling for the speakers was reviewed and the program appears to be moving satisfactorily.

(3) Neighborhood Committee.

- The Board felt that a meeting of the Precinct Captains should be held to review status and plans for the final week or ten days prior to the Referendum.

- (b) Report on Systems Merger and Realignment.

Sharon Wsol reported that a study to evaluate Systems - statewide, concluded that there are too many Systems. Systems obtain funding based on head count and

Geographical area. (Chicago area Libraries appear to be independent). Sharon will advise further developments as they occur.

9. New Business.

(a) Appointment of an ADA Staff Person.

The American Disabilities Act requires that CPLD have a Staff Person assigned specific responsibility for Act Conformance. Sharon recommended that the Special Services Coordinator (Chris Levault) be given this specific responsibility since it fits into this job description.

Jim Adams moved that the Special Services Coordinator be appointed the American Disabilities Act Staff person. This was seconded by Marian Engel.

MOTION CARRIED

(b) Cooperative Collection Development - Per Capita Grant.

To qualify for Per Capita Grants, member Libraries of SSLA must develop a Cooperative Collection. SSLA formulated a program using RASSL input. The general plan would be for each SSLA Library to identify a subject area and make a commitment to develop that subject area in all media. The program would be funded by Per Capita Grant at a rate of:

5% for Grants of 80 cents/person or over  
and 3% for Grants of 50/80 cents/person.

Sharon suggested "Antiques and Collectibles" CPLD subject area.

Marian Engel made a motion to this effect which was supported by Jim Adams.

MOTION CARRIED.

(c) The wooden puzzles obtained from Crete Art Fair for the Children's Library were displayed for the Board's information.

(d) The letter from the accounting firm MPS was given to Sharon to keep on file for the next contract renewal.

THE REGULAR BOARD MEETING ADJOURNED TO EXECUTIVE SESSION AT 5:30 PM.

  
Herbert E. Schultz, Acting Secretary.