

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEE

December 16, 1992  
4:30 P.M.

AGENDA

1. Call to order
2. Minutes of the regular board meeting of November 18, 1992
3. Correspondence
4. Bills for payment
4. Librarian's report
5. Financial report
6. Visitors speak
7. Old Business
  - A. Beth Mueller as ADA consultant for libraries
  - B. IMRF prior service proposal
  - C. Changes in services: SLS, SAVS, BPH
  - D. Changes in automation costs due to new contract
8. New Business
  - A. Designation of librarian to accept board petitions
  - B. Change in charges for laminating
  - C. Resolution to change signatures on bank accounts
  - D. Designation of Sharon as staff member in charge of ADA compliance
  - E. Annual Illinois Authors Day contribution
  - F. Review of new Interlibrary Loan Code
9. Adjournment

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

MEETING OF DECEMBER 16, 1992

Present: Trustees Adams, Engel, Foley, Mucha, Murray, Shepley, Administrative Librarian Wsol, and Times reporter Wantuch.

Absent: Trustee Schultz

1. The meeting was called to order by President. Foley at 4:30 P.M. in the library board room.
2. The minutes from the meeting of November 18, 1992 were approved following a motion to accept by Shepley and a second by Adams. All voted AYE.

MOTION CARRIED

3. The following correspondence was read:  
A thank you to the Library from the Crete Pantry.  
A request for financial support from the SSLA for Illinois Authors day which will be held on March 6, 1993.
4. Following the review of bills for payment -- ON FILE -- Engel moved that the bills be paid. The motion was seconded by Mucha. On roll call all Trustees present voted AYE.  
Absent: Schultz

MOTION CARRIED

5. Sharon reviewed all of the Librarians' Reports.-- ON FILE.
6. Following a brief review of the Financial Report by Adams, Sharon stated that \$90,000. has been transfered from checking to ITIP. REPORT ON FILE.
7. There were no visitors.
8. OLD BUSINESS

- A. Beth Mueller as ADA consultant for libraries: Sharon and Beth met to brainstorm about library policies and service. Mueller took copies of job descriptions, room application, etc. The deadline for completion of the self evaluation is January 26, 1993.
- B. IMRF prior service proposal: Shepley moved and Engel seconded a motion to adopt IMRF Resolution 1992-4. On roll call all trustees present voted AYE.  
Absent: Trustee Schultz.

MOTION CARRIED

- C. Changes in Services: SLS, SAVS, BPH: Sharon reported that fees will be lowered after Jan. 1 following re-evaluation. SAVS will move to Burr Ridge, BPH will be handled through the DuPage Library System. The middleman may be removed and patrons will apply directly to BPH. Applications would still be available at local libraries.

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES  
MEETING OF DECEMBER 16, 1992  
page 2

OLD BUSINESS: Cont.

- D. Changes in automation costs due to new contract: In the new contract with CLSI the cost will be \$5,500 including provision for a certain amount to go back into the computer fund. Previous cost to the library: For the whole port, software, and share of the main frame: \$10,000 for circulation terminal, \$14,000 for the on line catalogue. The maintenance service fee will be reduced from \$75 per port a month to \$50 per port. The fee reduction will be effective June 30, 1993, however if new ports are added the immediate fee will be \$50.  
Re: Title Assessments: Currently each library sends in a count of titles and pays .75¢ a month per title. The money is used to take care of the centralized data base maintenance. There will be an increase to .85¢ for this service.

~~OLD BUSINESS~~  
NEW BUSINESS

- A Designation of librarian to accept board petitions: Shepley moved, Adams seconded a motion to appoint Sharon Wsol as the person to receive petitions for the Board of Trustees positions. All Trustees present voted AYE.  
Absent: Trustee Schultz

MOTION CARRIED

- B. Charges for laminating: Due to an increase for materials, Sharon advised the board that the cost will be \$1 per item.  
C. Resolution to change signatures on bank accounts: It was moved by Adams and seconded by Shepley that the board adopt Resolution 1992-5. ON FILE. On a roll call vote all Trustees present voted AYE. Absent: Trustee Schultz.

MOTION CARRIED

- D. Designation of Sharon as staff member in charge of ADA Compliance. Since Chris LeVault doesn't have the authority to make the changes, Engel moved and Shepley seconded that Wsol be the member in charge of ADA compliance. All Trustees present voted AYE. Absent: Trustee Schultz.

MOTION CARRIED

- E. Annual Illinois Authors Day Contribution: Adams moved and Engel seconded a motion to contribute \$50 to the Illinois Authors' Day program. All Trustees present voted AYE on roll call.  
Absent: Trustee Schultz

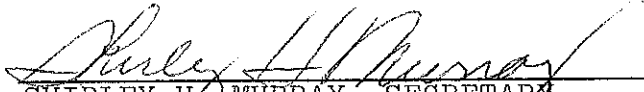
MOTION CARRIED

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES  
MEETING OF DECEMBER 16, 1992  
page 3

NEW BUSINESS Cont.

- F. Review of new interlibrary Loan Code: Sharon stated that the SLS interlibrary loan code states that no library will charge another library a fee to loan a book . They may charge for extra mailing charges. Libraries will charge a photo copy fee to libraries out of the library district. Refusal of a library to loan out a format such as a photo copy eliminates said library from the exchange program for like materials.
- G. Crete Public Library Disaster Plan: Sharon distributed plan booklets to all Trustees. ON FILE

Meeting adjourned at 5:35

  
SHIRLEY H. MURRAY, SECRETARY