

CRETE PUBLIC LIBRARY DISTRICT BOARD

November 20, 1996

7:30 P.M.

AGENDA

1. Call to order
2. Presentation of audit --Bill Lau
3. Minutes of the regular board meeting of October 16, 1996
4. Correspondence
5. Bills for payment
6. Librarian's report
7. Financial report
8. Visitors speak
9. Old Business
 - A. Friends activities
 - B. Foundation report
 - C. Construction project update
reports from LZT/Filliung and OSI
10. *D. Plaque*
New Business
 - A. Food for fines
 - B. Levy Ordinance 1996-3, FY96-97
 - C. Audit proposal
11. Executive session to discuss possible litigation
12. Adjournment

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

BOARD MEETING OF NOVEMBER 20, 1996

PRESENT: Trustees Adams, Engel, Mucha, Murray,
Schultz, and Shepley, Administrator Wsol

ABSENT: Trustee Foley

1. The meeting was called to order by President Schultz at 7:40 p.m. in the Library Conference Room.
2. President Schultz called on William Lau to review the year end audit. Mr. Lau reviewed in detail the annual report and concluded by stating that the Library District is handling their funds very well.
3. Trustee Murray moved to accept the following minutes:
 1. October 16, 1996 Budget and Appropriation Hearing
 2. October 16, 1996 Board Meeting
 3. October 23, 1996 Special Meeting.The motion was seconded by Engel. All present voted AYE.

Absent - Foley

MOTION CARRIED

4. Correspondence - Secretary Mucha read a letter from Crete Elementary Early Childhood Teachers that recently visited the library with their group.
5. Bills for Payment - After a review of the bills Trustee Murray moved that the bills be paid. The motion was seconded by Shepley. On roll call the Board voted as follows: AYE - Adams, Engel, Mucha, Murray, Schultz and Shepley. NAY - None

Absent - Foley

MOTION CARRIED

6. Librarian's Report - Administrator Wsol reviewed the following:
 - A. The Security Software that has recently been installed.
 - B. A progress report of the computer room and related items throughout the building.
 - C. The increase of circulation (over 20%) in the past six months.
 - D. The meeting rooms have been booked 52 dates in the past six months.
 - E. Over 1500 new cards have been issued in the past six months.

7. Financial Report - Treasurer Shepley reported that 33% of the fiscal year has passed and that only 25% of the budget monies have been spent. Treasurer Shepley reported that the budget is in great shape.

8. Visitors Speak - None

9. OLD BUSINESS
 - A. Friends Activities - Administrator Wsol reported that a get together has been planned for December 3, 1996.

 - B. Foundation Report - President Schultz reported that this group will be meeting on November 21, 1996. A new president will be nominated at this time. Trustee Murray discussed her presentation that she will make to this group from the Art Committee.

 - C. Construction Project Update - The following items were discussed:
 - A. Building Furnishings
 - B. Window Glass Treatment
 - C. ADA Fixtures
 - D. Roof and Book Drop area
 - E. Agati End Panels
 - F. Mechanical System problemsAdministrator Wsol reported that she has been given direction from our legal counsel that all warranty work should be reported to the Bonding Company.

Trustee Murray moved to pay the following building related bills:

A. Klein, Thorpe & Jenkins - \$3,883.30

B. Henricksen - \$543.20

The motion was seconded by Shepley. On roll call the Board voted as follows: AYE - Adams, Engel, Mucha, Murray, Schultz and Shepley. NAY - None

Absent - Foley

MOTION CARRIED

After a brief discussion the ~~bill from LZT/E~~ ^{BOARD} was agreed not to be acted upon until all items are addressed to the Boards satisfaction.

- D. Plaque - Trustee Murray reported to the Board that the Art Committee suggests that the Foundation Plaque is not acceptable. Trustee Shepley moved to accept the Art Committee recommendation and reject the Foundation Plaque. The motion was seconded by Engel. All present voted AYE.

Absent - Foley

MOTION CARRIED

10 NEW BUSINESS

- A. Food for Fines - Trustee Shepley moved to accept the Food for Fines program from December 2 through December 15, 1996. The motion was seconded by Adams. On roll call the Board voted as follows: AYE - Adams, Engel, Mucha, Murray, Schultz and Shepley. NAY - None

Absent - Foley

MOTION CARRIED

- B. Levy Ordinance 1996-3, FY96-97 - Trustee Adams moved to accept this ordinance as presented. The motion was seconded by Shepley. On roll call the Board voted as follows: AYE - Adams, Engel, Mucha, Murray, Schultz and Shepley. NAY - None

Absent - Foley

MOTION CARRIED

C. Audit proposal - Trustee Adams moved to accept the Audit proposal from William Lau in the amount of \$2,595.00. The motion was seconded by Shepley. On roll call the Board voted as follows: AYE - Adams, Engel, Mucha, Murray, Schultz and Shepley. NAY - None.

Absent - Foley

MOTION CARRIED

D. Christmas Party - Trustee Shepley moved that \$200.00 be used for the December 13th Staff/Board Christmas Party. The motion was seconded by Engel. On roll call the Board voted as follows: AYE - Adams, Engel, Mucha, Murray, Schultz and Shepley. NAY - None

Absent - Foley

MOTION CARRIED

E. Retirement - Trustee Murray moved that \$100.00 be set aside to recognize Ann Barron for her retirement gift. The motion was seconded by Shepley. On roll call the Board voted as follows: AYE - Adams, Engel, Mucha, Murray, Schultz and Shepley.


Absent - Foley

MOTION CARRIED

11. Trustee Shepley moved to enter into Executive Session for the purpose to discuss possible litigation. The motion was seconded by Murray. On roll call the Board voted as follows: AYE - Adams, Engel, Mucha, Murray, Schultz and Shepley. Nay - None

12. Upon return from Executive Session the meeting was adjourned by President Schultz. Meeting Adjourned at 9:05 p.m.

NEXT BOARD MEETING DECEMBER 18, 1996 AT 4:30 P.M.


Randall J. Mucha - Secretary