

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES

AGENDA

JULY 21, 1999

7:00 P.M.

1. Call to order
2. Budget & Appropriations Hearing
3. Minutes
 - Regular Meeting of May 19, 1999
 - Special Meeting of July 8, 1999
3. Correspondence
4. Bills for payment
5. Librarian's Report
6. Financial Report
7. Other reports
 - A. Friends of the Library
 - B. Crete Library Foundation
 - C. Art and Decor Committee
8. Visitors speak
9. Old Business
 - A. Reroofing Project
 - B. Budget & Appropriations Ordinance 99--04
10. New Business
 - A. Meeting Room Policy
 - B. Use of Library parking lot
 - C. Trustee's Audit of Library Board minutes (Annual Report)
 - D. Requests for Information
11. Adjournment

Crete Public Library Board of Trustees
Regular Meeting
July 21, 1999
7:00 P.M.

1. Meeting called to order by Pres. Mucha at 7 p.m.
Trustees present: Engel, Kelly, Schultz, Mucha, Ruklic, Amati, Fuller.
Others present: Dir. Schulten.
2. Budget & Appropriations Hearing. No comments from public. Motion to adjourn at 7:05 p.m. by Schultz, second by Fuller. Motion passed unanimously.
3. Regular meeting called to order at 7:05 p.m. Minutes of regular meeting of June 16, 1999, and special meeting of July 8, 1999, moved for adoption by Schultz, second by Engel. Motion carried.
- 3A. Correspondence: Information on Trustees Day distributed to members. Trustees Day slated Oct. 16, 1999, at Navy Pier.
4. Bills for payment: Schulten noted that 5,000 items have been added this year, bringing library to 45,000 volumes. She commented that an established library should contain 120,000 volumes. Motion to approve all bills by Engel, second by Amati. Motion carried unanimously on roll call vote.
5. Librarian's report: Schulten noted a 2 per cent drop in circulation from last year at this time, with increased Internet usage as a possible reason. Since the January start, 660 people have gone on line at library.
6. Financial report: Schultz reported he is happy with the figures, which show library to be at 85 per cent of budget at the end of the fiscal year. There is a \$70,000 carryover, some of which will be spent before new fiscal year.
7. Other reports:
 - A. Friends of the Library: has not met since last board meeting.
 - B. Crete Library Foundation: has not met since last board meeting.
 - C. Art and Decor Committee: has not met since last board meeting.

8. Visitors speak: no visitors present.

9. Old business:

A. Reroofing project: Mucha, Schultz and Schulten met to pick shingle color. Qualified has given an Aug. 2, 1999, start date. Ralph Stonebraker has sent a letter outlining his duties and the cost of his services at \$3,580.

B. Budget & Appropriations Ordinance 99-04: Appropriation of \$710,800 to be submitted, with \$752,770 estimate of revenue. Motion for approval by Schultz, second by Engel. Approved unanimously on roll call vote.

C. Check signing cards: Grand National Bank requires more information, while First United Bank will provide cards to be signed.

10. New business:

A. Meeting room policy: Request has been made to use library meeting room for counseling service. Schulten was instructed to further check how "open to the public" is interpreted in other libraries and situations.

B. Use of library parking lot: Letters will be sent to Crete interim administrator, Crete Funeral Home, and Crete Village Board of Trustees with map outlining areas available for overflow parking from funeral home.

C. Trustee's audit of library board minutes (annual report): Amati and Fuller to review.

D. Requests for information: Filtering Facts and Family Friendly Libraries have requested information on complaints or problems with Internet usage. Schulten noted no complaints or problems have been reported and she would send a letter stating that.

11. Adjournment: Motion to adjourn at 8:10 p.m. by Ruklic, second by Fuller. Motion carried unanimously.

Respectfully submitted,
Patricia Kelly, secretary