

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA**

MAY 17, 2000
7:00 P.M.

1. Call to order
2. Minutes
 Regular Meeting of April 19, 2000
3. Correspondence
4. Computer Networks & Cable report - Benny McCann
5. Bills for payment
6. Librarian's Report
7. Financial Report
8. Public comment
9. Other reports
 - A. Friends of the Library
 - B. Crete Library Foundation
10. Old Business
 - A. Personnel Policy revisions
 - B. Building reports
 1. Honeywell/Arrowhead Report
 2. Masonry work
 - C. Building & Maintenance Ordinance 00-01 (draft)
 - D. ***Serving Our Public***, Chapter II
11. New Business
 - A. FY2000/01 Budget
 - B. FY2000/01 Board meeting schedule
12. Adjournment

Crete Public Library Board Of Trustees

Regular Meeting

May 17, 2000

1. Meeting called to order at 6:58 p.m. Members in attendance: President Mucha, Schultz, Fuller, Kelly, Amati, Engel. Ruklic absent. Also in attendance: Director Schulten.
2. Minutes of Regular Meeting of April 19, 2000: Motion to approve by Schultz, second by Engel. Motion passed unanimously.
3. Correspondence: None.
4. Computer Networks & Cable report: Deferred until later in meeting when Benny McCann is present.
5. Bills for Payment: Motion to approve regular bills for payment by Engel, second by Fuller. Additional bills for \$4,192 for new server for computer network and \$2,535 for installation to McCann were included in original motion for payment. Motion passed unanimously on voice vote.

McCann arrived at 7:08 p.m. to make presentation on Computer Networks & Cable. Board members given handout to study proposed plans to update and renovate computer systems. McCann thanked for his hard work and invited back in future to keep board updated.

6. Librarian's Report: In addition to written report, Schulten noted the Historical Society's cabinets will be installed May 22. She also reported the Time Capsules will be installed in the fall. Also, Schulten said it's possible a state grant could pay part of McCann's costs. She also reported the Library Foundation has presented the library with a multimedia projector, which was partially financed by the state via an equipment grant. Finally, Schulten proposed the idea of opening a coffeehouse staffed by special education students (with help from Coffee Cottage) in the upstairs open area.

7. Financial Report: Schultz noted that Schulten has a month and a half to spend 25% of the library's budget.

Crete Public Library Board Of Trustees

Regular Meeting

8. Public Comment: None.

9. Other Reports:

A. Friends of Library: President Shari Clark is resigning. The board will send her a letter of thanks for her hard work.

B. Crete Library Foundation: Schultz reported \$2,126 has been received as a result of the brochure/letter mailing, which will offset some of the cost of the DVD player. Schultz also said the Foundation is still looking for ways to increase its membership.

10. Old Business:

A. Personnel Policy revisions: Schulten said the staff had one small change to make in the proposed revisions and she'll bring the finished product back before the board next meeting. On a motion by Schultz and a second by Fuller, the board approved the revisions (including the proposed change). Motion passed unanimously.

B. Building reports:

1. Honeywell/Arrowhead Report: Schulten advised the board to read and study the report and a separate meeting with Honeywell will be scheduled. In summary, Schulten said Honeywell found the units capable of handling the building size.

2. Masonry work: Schulten said bids should be received for tuckpointing work to cut water at window areas. She also noted the driveway needs to be Sealcoated soon.

C. Building & Maintenance Ordinance 00-01 (draft): As required by law, ordinance must be publicized as part of levy. Motion by Schultz, second by Engel to do so. Motion passed unanimously.

D. Serving Our Public, Chapter II: Board advised to check appropriate sections. Schulten reported most items are already being handled. Section on director's review needs to be addressed, Schultz said, and will be included on next month's agenda.

11. New Business:

A. FY2000/01: Draft of budget and appropriations will be given to board at next month's meeting.

Crete Public Library Board Of Trustees

Regular Meeting

B. FY2000/01 Board meeting schedule: Board was asked to consider having no meeting in December. General concensus to do so, as long as holiday gathering is still held.

12. Adjournment: Motion by Amati, second by Engel to adjourn. Motion passed unanimously with meeting ending at 8:30 p.m.

Respectfully Submitted,
Patricia Kelly, secretary