

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES  
AGENDA**

**BOARD MEETING**

February 21, 2007

7:00 P.M.

1. Call to order
2. Minutes
  - Regular meeting of January 17, 2007
3. Correspondence
4. Bills for payment
5. Librarian's Report
6. Financial Report
7. Public comment
8. Other reports
  - A. Friends of the Crete Public Library
  - B. Crete Library Foundation
9. Old Business
  - A. Long-range planning
    - I. Staff In-service February 23, 2007
  - B. Personnel Policy Updates
10. New Business
  - A. Loss Recovery Service – Unique Management Services
  - B. Electric Service Restructuring
11. Adjournment

CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
MINUTES February 21, 2007

I. Call to Order: 7:05p.m. Present: Borgia, Engel, Kelly, Ruklic, Tuttle, Warren, Amati, and Director Schulten.

Ruklic called for a minute of silence in memory of Herb Schultz.

II. Minutes: Kelly moved to approve, Engel seconded, minutes approved.

III. Correspondence: A) IMRF: Investments 100% funded, 89% of actuarial funding. B) Will County reports estimated new property at 7.3 mill. (EAV) .

IV. Bills for Payment: No additional bills, electric bill over \$5000.00 because of new rates. Tuttle moved to pay bills, Engel seconded, All voted "aye". Motion passed.

V. Librarian's Report. Service for Herb Schultz will be at First Presbyterian Church of Chicago Heights at 11:00 a.m. Saturday. Staff in-service is planned for Friday 2/23/07. Also plan to encourage attendance at "Reaching Forward." To thank employees who managed to get to work and who stayed during the blizzard conditions a gift card is suggested.

VI. Financial Report: Per Capita Grant has been approved--will get money when available. Electric is up (rate increase)

VII. Public comment: None.

VIII Other Reports: Friends of the Library: Book sale on track for March 3, Bakers provided treats for staff for Valentine's day. B) Crete Library Foundation: meeting canceled due to weather.

IX. Old Business: A) Long Range Planning: 1) Staff Training: In Service day Friday 2/23/07. Fire Department safety, Dept Heads CPR> 2) Mary Jane Kepner will present benefits plan and policy information after safety training. 3) Fifteen applications--four very strong candidates--for Administrative Assistant. Notice posted in-house, on MLS Job Site, and in the Crete Record.

B) Personnel Policy: Kelly moved to approve, Borgia seconded, all voted "aye". Motion passed. C) Arctic traced problem with humidifier to Crete water. Various options being investigated: Reverse Osmosis, Descaling annually (\$1800.00 annually) , Distilled water tank.

X. New Business: A) Loss Recovery Service-Unique Management Services: Flat fee, can work with SWAN systems. Engel moved to approve contract, Kelly seconded, all voted "aye." motion passed. B) Electric Service Restructuring: Board directed administrator to investigate new suppliers--perhaps joining other libraries, public entities, etc. C) Kelly moved to give gift card to employees who worked the snow days (total not to exceed \$700.00)

Engel seconded. Motion passed 5-2. D) Memorial to Herb Schultz. Kelly moved to contribute \$200.00 to Crete Library Foundation toward the purchase of a

new sign as a memorial to Herb. Engel seconded. All voted "aye", motion passed.]

XI. Amati moved to adjourn, Engel seconded. Meeting adjourned at 8:30 p.m.

Respectfully submitted,  
Jacqueline S. Amati