

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA**

BOARD MEETING

June 20, 2007

7:30 P.M.

1. Call to order
2. Minutes
Regular meeting of May 16, 2007
3. Correspondence
4. Bills for payment
5. Financial Report
6. Librarian's Report
7. Public comment
8. Other reports
 - A. Friends of the Crete Public Library
 - B. Crete Library Foundation
9. Old Business
 - A. House Bill 1727 Mandatory Public Internet Filtering
 - B. FY2007/08 Budget & Appropriations Ordinance 07-02
 - C. FY2007/08 Prevailing Wage Ordinance 07-03
 - D. Library sign project
10. New Business
 - A. FY2007/08 Board Meeting Dates & Times Ordinance 07-04
 - B. FY2007/08 Non-Resident Cards Ordinance 07-05
 - C. Resolution 07-01 Participation in IRS Section 125 Plan for FY2007/08
 - D. Library Bond payment
 - E. Personnel (Administrator Annual review)
11. Closed Session (if needed to consider the performance and compensation of a specific employee)
12. Adjournment

**CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Minutes June 20, 2007**

- I. Call to order: Meeting called to order by President Kelly at 7:33 p.m. Those in attendance: President Kelly, board members Amati, Angellotti, Engel, Tuttle, Warren. Also in attendance: Jay Ruklic, Administrator Schulten, and Admin. Asst. Nelson. Two items to add to agenda. Fill Board vacancy left by Borgia, and Village of Crete interview.
- II. Board vacancy: Jay Ruklic sent in a letter of interest for the board vacancy. Motion to accept Ruklic to fill vacancy by Angellotti, second by Engel. Motion passed unanimously. Ruklic sworn into office.
- III. Minutes of regular meeting of May 16, 2007: Motion to approve by Amati, second by Warren. Motion passed unanimously.
- IV. Correspondence: Thank you note from Ruklic.
- V. Bills for payment: Motion by Tuttle second by Amati to approve all bills. Motion passed unanimously on voice vote.
- VI. Financial Report: Trustee Warren reported that 92% of the budget was spent and everything is in good order. Developer fees are down due to slow construction.
- VII. Librarian's Report: Schulten reported on the parking lot sinkhole. Summer Reading sign-up is going well, to date 386 children, 37 YA and 102 adults. Circulation is up over all. New employees are settling in, and applications for Reference Librarian are being reviewed and weeded. Reports by staff on the Reaching Forward conference last month were positive.
- VIII. Public comment: no public comment.
- IX. Other reports:
 - A. Friends of the Crete Public Library: Friends will not meet in July. At the August meeting plans for the Fall Family Fun Fest will be discussed. Friends donated funds for First Friday, and Summer Reading Program events.
 - B. Crete Library Foundation: no new business. Next meeting will be held in September.
- X. Old Business
 - A. House Bill 1727 Mandatory Public Internet Filtering. The Bill has gone on to the Senate; it is stuck in the Rules Committee where it will hopefully remain.

- B. FY2007/2008 Budget & Appropriations Ordinance 07-02. The B & A Ordinance is ready for public viewing. Motion for ordinance to appear in local paper by Ruklic, second by Tuttle. Motion passed unanimously.
- C. FY2007/2008 Prevailing Wage Ordinance 07-03. Motion to approve by Engel, second by Ruklic. Motion passed on unanimous voice vote.
- D. Library Sign Project. No new action. May need to be tabled due to necessary repair work on fence surrounding AC unit and landscape costs.

XI. New Business

- A. FY2007/2008 Board Meeting Dates & Times Ordinance 07-04. Decision to change November meeting from the 28th to November 21, 2007 due to the Thanksgiving holiday. Board meetings will now begin at 7:30 p.m. Motion to approve Meeting Dates & Time with new change by Ruklic, second by Tuttle. Motion passed unanimously.
- B. FY2007/2008 Non-Resident Cards Ordinance 07-05. Crete Public Library is willing to issue Non-Resident cards to anyone wishing to pay for one. Motion to approve by Tuttle second by Warren. Motion passed unanimously on voice vote.
- C. Resolution 07-01 Participation in IRS Section 125 Plan for FY2007/2008. Election to continue participation in pre-tax insurance plan. Motion to approve by Tuttle second by Warren. Motion approved unanimously.
- D. Library Bond payment in the amount of \$25,560. The smaller of the two annual bond payments is due in June, with the larger payment due in December. Motion to approve bond payment by Warren, second by Ruklik. Motion passed unanimously.
- E. Additional New Business: Village of Crete interview. Schulten received request for interview concerning impact of Metra station in Crete and its effect on the Library and traffic patterns. Trustees were asked to review questions and submit any opinions to the Administrator.

XII. Closed session: Motion by Warren, second by Engel to go into Closed session at 8:15 p.m. for the purpose of discussing the Administrator's annual review. Passed unanimously.
Return to regular session at 8:32 p.m.

XIII. The Board presented Administrator Schulten with her annual review.

XIV. Adjournment: Motion by Tuttle, second by Engel passed unanimously to adjourn at 8:39 p.m.

Respectfully submitted,
Jacqueline S. Amati, Secretary