

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA**

**June 16, 2010
7:00 P.M.**

BOARD MEETING

1. Call to order
2. Minutes
 - Minutes of Regular Meeting May 19, 2010
 - Minutes of Closed Session of May 19, 2010
3. Correspondence
4. Bills for payment
5. Financial Report
6. Librarian's Report
7. Public Comment
8. Community Outreach
9. Other reports
 - A. Friends of the Crete Public Library
 - B. Crete Library Foundation
10. Old Business
 - A. FY2010/11 Budget & Appropriations Ordinance 10-03
 - B. FY2010/11 Premium Only Plan Resolution 10-01
 - C. FY2010/11 Prevailing Wage Ordinance 10-04
 - D. FY2010/11 Meeting Dates & Times Ordinance 10-05
 - E. FY2010/11 Public Library Non-Resident Cards Ordinance 10-06
11. New Business
 - A. FY2011 Per Capita Grant requirements
 - B. Approval of building bond payment \$16,950.00 due June 30, 2010
 - C. State of the Illinois Library Systems
13. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES

Minutes of June 16, 2010

- I. Call to order: Meeting called to order by President Kelly at 7:00 p.m. Those in attendance: President Kelly, board members Amati, Daugherty, Ruklic, Tuttle & Wagner. Also in attendance: Administrator Schulten, Admin. Asst. Nelson. Three additional items for the agenda under new business: Audit contract, Building & Grounds repairs & space planning consultant.
- II. Minutes: Motion to approve minutes of regular meeting May 19, 2010 by Tuttle, second by Ruklic. Motion passed unanimously. Motion to approve minutes of closed session of May 19, 2010 by Ruklic, second by Daugherty. Motion passed unanimously.
- III. Correspondence: Invitation to Holland Co. 75th anniversary party on August 3rd.
- IV. Bills for payment: Two additional bills for payment. JTP Lawn Care, \$3912.50 for lawn work, and DeLage Landen for \$351.00 copier lease. Motion to approve all bills as presented by Ruklic, second by Amati. Motion passed unanimously on voice vote.
- V. Financial report: Administrator Schulten stated that there is one month left for the fiscal year and the budget is doing well.
- VI. Librarian's report: Sign up for both reading clubs is going great. There are 454 children, 35 young adult and 87 adults signed up so far. An adult program and several children's programs are scheduled in the coming weeks.
- VII. Community outreach: The board will not attend any community meeting during the summer months.
- VIII. Other reports:
 - A. Friends of the Crete Public Library: The friends will not meeting during the summer months. The fall book sale has been set for November 13th.
 - B. Crete Library Foundation: The Foundation will meet in September.
- IX. Old Business:
 - A. FY2010/11 Budget & Appropriations Ordinance (tentative) 10-03: Motion to approve Budget & Appropriations Ordinance (tentative) 10-03 by Wagner, second by Amati. Motion passed unanimously on voice vote.

- B. FY2010/11 Premium Only Plan Resolution 10-01: Motion to approve Premium Only Plan Resolution by Ruklic, second by Daugherty. Motion passed unanimously.
- C. FY2010/11 Prevailing Wage Ordinance 10-04: Motion to approve Prevailing Wage Ordinance by Tuttle, second by Wagner. Motion passed unanimously.
- D. FY2010/11 Meeting Dates & Times Ordinance 10-05: Motion to approve Meeting Dates & Times Ordinance by Wagner, second by Ruklic. Motion passed unanimously.
- E. FY2010/11 Public Library Non-Resident Cards Ordinance 10-06: Motion to approve Public Library Non-Resident Cards Ordinance by Daugherty, second by Ruklic. Motion passed unanimously.

X. New Business:

- A. FY2011 Per Capita Grant requirements: The trustees will read the sections concerning by laws and personnel. The topics will be discussed in July.
- B. Approval of building bond payment \$16950.00 due June 30, 2010: The interest payment on the library bond will be paid.
- C. State of the Illinois Library Systems: Work continues on consolidating the 9 library systems into one or two. The final days of the various systems will depend on any future payments made by the State of Illinois.
- D. Audit contract: Knutte & Assoc. and O'Neil & Gaspardo have both sent in proposals for a three year contract. Trustee Ruklic suggested contacting Knutte & Assoc. the library's current auditor) to negotiate a better price.
- E. Building & grounds repair: The library will use a bid format for the painting & repair of the ironwork, to insure consistent proposals. The parking lot also needs repair and restriping. The Foundation or Friends may help with a staff picnic area.
- F. Space consultant: Since there are several areas in the library that need revamping, a professional consultant would help insure that those areas would be integrated with existing spaces. A consultant could also help with planning for future technology changes. The Administrator provided information about Megan Millen, a local library space planning consultant.

XI. Adjournment: Motion to adjourn at 7:50 p.m. by Ruklic, second by Wagner. Motion passed unanimously.

Respectfully submitted,
Jacqueline S. Amati, Secretary