

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
BOARD MEETING AGENDA**

**July 20, 2011
7:00 P.M.**

1. Call to order
2. Minutes
 - Minutes of the Regular Meeting June 15, 2011
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. Re-Design Project – Library Space Planners (action)
 - B. FY2011/12 Tentative Budget & Appropriations Ordinance 11-03 (draft approval)
 - C. Draft Tuition Reimbursement Policy (discussion)
11. New Business
 - A. FY2012 Per Capita Grant requirements
 - B. Library Marketing Collaborative proposal (discussion)
 - C. Appointment of Secretary's Audit Committee for the IPLAR report
12. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Minutes of July 20, 2011

- I. Call to order: Meeting called to order by President Tuttle at 7:01 p.m. Those in attendance: President Tuttle, board members Boehner, Ruklic, Sizemore, Wagner & Warren. Also in attendance: Head of Adult Services Amschl & Admin. Asst. Bonfiglio.
- II. Minutes: Motion to approve minutes of June 15, 2011 by Ruklic, second by Warren. Motion passed unanimously.
- III. Correspondence: No correspondence to report.
- IV. Bills for payment: Motion to approve all bills for payment by Wagner, second by Warren. Motion passed unanimously on voice vote.
- V. Financial report: The board reviewed the financial report for the last month of the fiscal year.
- VI. Librarian's report: Ms. Amschl reviewed the year end statistics and explained the addition of the line item *downloaded media*. Trustee Warren remarked on the significant change in cardholders from the previous year and Amschl mentioned the system purge of old cards and the adjustment that was made to make the total cardholders accurate.
- VII. Public comment: No public comment.
- VIII. Community outreach: Community outreach is suspended for the summer.
- IX. Other reports:
 - A. Friends of the Crete Public Library: The Friends sold gardening books at the Crete Garden Walk. The Friends will meet again in August.
 - B. Crete Library Foundation: The Foundation will meet again in September.

X. Old Business:

- A. Re-Design Project-Library Space Planners (action): The board reviewed the recommendations of the Re-Design committee as well as the references of the two candidates. Motion by Warren to accept Kim Cullen as the Space Planner for the re-design project, second by Boehner. Motion passed unanimously on voice vote.
- B. FY2011/12 Tentative Budget & Appropriations Ordinance 11-03 (draft approval): Motion to approve FY2011/12 Tentative Budget & Appropriations Ordinance 11-03 by Ruklic, second by Wagner. Motion passed unanimously on voice vote.
- C. Draft Tuition Reimbursement Policy (discussion): The board reviewed the policy but could not come to agreement on several issues. President Tuttle suggested that more research needed to be done.

XI. New Business:

- A. FY2012 Per Capita Grant requirements: The board will read Chapter 2 in *Serving Our Public 2.0* and will discuss the information next month.
- B. Library Marketing Collaborative proposal (discussion): The board went over the proposal by Ms. Marshall. They decided that they needed more information on just what services the library would receive.
- C. Appointment of Secretary's Audit Committee for the IPLAR report: New trustees Boehner & Sizemore were appointed to the Secretary's Audit Committee.

XII. Adjournment: Motion to adjourn at 8:44 p.m. by Wagner, second by Sizemore. Motion passed unanimously.

Respectfully submitted,
Cindy Wagner, Secretary