

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

**August 17, 2011
7:00 P.M.**

BUDGET & APPROPRIATION HEARING

BOARD MEETING

1. Call to order
2. Minutes
Minutes of the Regular Meeting July 20, 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. FY2011/12 Budget & Appropriations Ordinance 11-03 (action)
 - B. Re-Design Project - Bolan Contract (action)
 - C. Per Capita Grant - Chapter 2 "Governance & Administration"
 - D. Library Marketing Collaborative proposal (discussion)
11. New Business
 - A. FY2011 IPLAR report
 - B. Park-a-Palooza (Sept. 10)
 - C. Fall Family Fun Fest (Oct. 1) Early closing 3 pm.
 - D. 2011 ILA Annual Conference
12. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Minutes of August 17, 2011

- I. Call to order: Meeting called to order by President Tuttle at 7:05 p.m. Those in attendance: President Tuttle, board members Amati, Boehner, Ruklic, Sizemore, Wagner & Warren. Also in attendance: Administrator Schulten, Head of Adult Services Amschl & Admin. Asst. Bonfiglio.
- II. Minutes: Motion to approve minutes of July 20, 2011 by Wagner, second by Sizemore. Motion passed.
- III. Correspondence: Letter from Will County Workforce explaining why the bus will no longer be able to come to the library. Thank you letter from Crete Pantry for the library's continued support. Notice from the Crete Park District concerning Park-a-Palooza.
- IV. Bills for payment: 2 additional bills for payment. T. Amschl reimbursement for Young Adult chairs \$144.17. Deposit for Sarah's Pony Rides \$350.00. Motion to approve all bills by Warren, second by Boehner. Motion passed unanimously on voice vote.
- V. Financial report: Trustee Ruklic reported that the library finances are in good shape with the start of the new fiscal year.
- VI. Librarian's report: Administrator Schulten reviewed the Summer Reading program & reported that the number of participants was very good, and the overall feedback was positive. Schulten attended a village TIF meeting.
- VII. Public comment: No public comment.
- VIII. Community outreach: The meeting schedule was set up for the next 3 months.
- IX. Other reports:
 - A. Friends of the Crete Public Library: The Friends will meet next week to discuss the upcoming book sale & Fall Family Fun Fest.
 - B. Crete Library Foundation: The Foundation will meet Sept 13th. Trustee Sizemore volunteered to join as the library representative. The Foundation received a thank you from the Odyssey of the Mind.
- X. Old business:
 - A. FY2011/12 Budget & Appropriations Ordinance 11-03: Motion to approve FY2011/12 Budget & Appropriations Ordinance 11-03 by Ruklic, second by Amati. Motion passed unanimously on voice vote.

- B. Re-design project – Bolan contract: The contract was reviewed by the library’s attorney. Motion to approve final contract from Kimberly Bolan & Assoc. by Amati, second by Ruklic. Motion passed unanimously on voice vote.
- C. Per Capita Grant – Chapter 2 “Governance & Administration”: The board discussed the checklist & noted that they have been covering everything on the list.
- D. Library Marketing Collaborative proposal: The board discussed the need for library marketing especially during the re-design project.

XI. New business:

- A. FY2011 IPLAR report: The IPLAR report provides a statistical summary of the previous year.
- B. Park-a-Palooza (Sept 10): The library will have a booth at the Park-a-Palooza. Trustees Boehner, Ruklic, Wagner & Warren will attend.
- C. Fall Family Fun Fest (Oct 1) Early closing 3 p.m.: Motion to close at 3 p.m. on Oct 1st by Amati, second by Warren. Motion passed.
- D. 2011 ILA Annual Conference: The conference will be held at the Rosemont Convention Center in October.

- XII. Adjournment: Motion to adjourn at 8:32 p.m. by Ruklic, second by Boehner. Motion passed unanimously.

Respectfully submitted,
Cindy Wagner, Secretary