

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES

BOARD MEETING

AGENDA

February 15, 2012

1. Call to order
2. Minutes
 - Minutes of the Regular Meeting January 18, 2012
3. Correspondence
4. Bills for payment
5. Financial Report
6. Librarian's Report
 - Kim Cullin - Floor Plan presentation
7. Public Comment
8. Community Outreach
9. Other reports
 - A. Friends of the Crete Public Library
 - B. Crete Library Foundation
10. Old Business
 - A. Library Re-Design
 - I. Brainstorming Session March 10, 2012
 - II. Communication Plan
11. New Business
 - A. Special Reserve Fund review
 - B. Resolution 12-01 Transfer of Funds
12. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Minutes of February 15, 2012

- I. Call to order: Meeting called to order by President Tuttle at 7:00p.m. Those in attendance: President Tuttle, board members Amati, Boehner, Ruklic, Sizemore, Wagner and Warren. Also in attendance: Administrator Schulten, Head of Adult Services Amschl, Admin. Asst. Bonfiglio and Ms. Kim Cullin, Library Consultant.
- II. Minutes: Motion to approve minutes of regular meeting of January 18, 2012 by Ruklic, second by Wagner. Motion passed.
- III. Correspondence: A thank you note from Kennedy Elementary School for the children's books.
- IV. Bills for payment: Motion to approve all bills for payment by Amati, second by Wagner. Motion passed unanimously on voice vote.
- V. Financial report: Trustee Ruklic discussed the financial report for the previous month. Expenses are below expected totals for the year to date.
- VI. Librarian's report: Administrator Schulten attended the Village TIF meeting. Ms. Cullin discussed the design process that went into developing the first round of floor plans and walked the Board through the drawings.
- VII. Public comment: No public comment
- VIII. Community Outreach: Trustee Warren attended a short Township meeting. Trustee Ruklic went to the Village meeting and heard arguments concerning the proposed detention center. Also the date for the CM201U's Annual Wine & Cheese Party is set for March 31st.
- IX. Other reports:
 - A. Friends of the Crete Public Library: The book sale will be held March 31st.
 - B. Crete Library Foundation: The Foundation will meet in April.
- X. Old business:
 - A. Library Re-Design:
 - I. Brainstorming Session March 10, 2012: Ms. Marshall will facilitate the session on developing a vision statement and tagline. Prep questions will be sent before the session.

- II. Communication plan: Trustee Ruklic will join the Re-Design Team.
- XI. New business:
- A. Special Reserve Fund review: The board reviewed the purpose and plan for the Special Reserve Fund.
 - B. Resolution 12-01 Transfer of Funds: Motion by Warren to transfer \$350,000.00 in unexpended revenue from the Corporate Fund to the Special Reserve Fund, second by Wagner. Motion passed unanimously on voice vote.
- XII. Adjournment: Motion to adjourn at 8:34 p.m. by Wagner, second by Amati. Motion passed.

Respectfully submitted,

Cindy Wagner, Secretary