

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES

BOARD MEETING

BUDGET & APPROPRIATION HEARING

AGENDA

August 15, 2012

- Call to order
1. Minutes
 - Minutes of the Regular Meeting July 18, 2012
 - Minutes of the Special Meeting August 1, 2012
 - Minutes of the Special Meeting August 4, 2012
 2. Correspondence
 3. Bills for payment
 4. Financial Report
 5. Interior Design Firm Interview - Professional Building Services
 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. FY2012 Budget & Appropriation Ordinance 12-04 (action)
 - B. Re-Design update
 - Interior Designer & Construction Manager reviews
 - Logo colors
 - C. FY2013 Per Capita Grant - supplemental taxes (discussion)
 11. New Business
 - A. Fall Family Fun Fest - Renaissance Faire October 13, 2012
 - B. FY2012 Illinois Public Library Annual Report (IPLAR)
 - C. Automation update
 12. Adjournment

**CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
AUGUST 15, 2012**

- I. Call to order: Meeting called to order by President Tuttle at 7:10 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, Head of Tech Services Williams and Admin. Asst. Bonfiglio. Chad Charon & Eric Chase representing PBS.
- II. Minutes: Motion to approve minutes of the regular meeting of July 18, 2012 by Wagner, second by Sizemore. Motion to approve minutes of special meeting of August 1, 2012 by Warren, second by Amati. Motion to approve minutes of special meeting of August 4, 2012 by Ruklic, second by Warren. All motions passed. Ayes: Amati, Boehner, Ruklic, Sizemore, Wagner & Warren. Nays: none.
- III. Correspondence: Thank you from the Crete Pantry for food donation. Copy of letter to the Governor from Admin. Schulten requesting changing the last day to file for office. The current last day to file is December 24, 2012, a day when many public offices are closed.
- IV. Bills for payment: No additional bills for payment. Trustee Boehner noted the checks for the 5 interns. Admin. Schulten explained that the library had gotten a grant to cover 2 paid six-week internships. The library decided to add 3 more. All the interns were Crete Public Library District residents. Since this program worked very well the library will continue the program next summer as well. Motion to approve all bills for payment by Warren, second by Sizemore. Motion passed on voice vote. Ayes: Amati, Boehner, Ruklic, Sizemore, Wagner & Warren. Nays: none.
- V. Financial report: Treasurer Ruklic reported that with just one month into the new fiscal year we have already received half of the expected revenues.
- VI. Project Management Firm Interview-Professional Building Services: Representatives Chad Charon & Eric Chase of Professional Business Services discussed their experience, past projects, fees and range of services. The board asked questions and clarified several issues concerning their written proposal.
- VII. Librarian's report: Plans are underway for the Fall Family Fun Fest. The library will try a Renaissance Faire this year and is looking into catering the food.
- VIII. Public comment: No public comment.
- IX. Community outreach: In the interest of time the calendar will be set up at the next meeting.
- X. Other reports:
 - A. Friends of the Crete Public Library: The Friends will meet next week.
 - B. Crete Library Foundation: The Foundation will meet in September.

XI. Old Business:

- A. FY2012 Budget & Appropriations Ordinance 12-04 (action): Motion to approve FY2012 Budget & Appropriations Ordinance 12-04 by Amati, second by Ruklic. Motion passed on voice vote. Ayes: Amati, Boehner, Ruklic, Sizemore, Wagner & Warren. Nays: none.
- B. Re-Design update: After meeting with all 4 companies the board rated each on various aspects. The scores were tallied. The board chose which rating characteristics were most important. They will finish the candidate analysis at the next meeting. Logo colors: No decision has been made. The board may wait until the colors for the redesign are decided.
- C. FY2013 Per Capita Grant-supplemental taxes (discussion):

XII. New Business:

- A. Fall Family Fun Fest-Renaissance Faire October 13, 2012: The library will have a juggler, musicians, falconer, knights and Lady Joan. The board & staff are encouraged to dress up for the event.
 - B. FY2012 Illinois Public Library Annual Report (IPLAR): The report is due Sept 1st, but since the form is not even ready the state of Illinois will extend the due date.
 - C. Automation update: The laptops have been ordered and the library is still looking into upgrading the media system in the large meeting room. A media system for the new mid-size meeting room will be part of the re-design plan.
- XI. Adjournment: Motion to adjourn at 8:40p.m.by Wagner second by Ruklic. Motion passed. Ayes: Amati, Boehner, Ruklic, Sizemore, Wagner and Warren. Nays: None.

Respectfully submitted,
Cindy Wagner, Secretary