

AGENDA
August 7, 2013
7:00 P.M.

SPECIAL BOARD MEETING

1. Call to order

2. Renovation update & timelines
 - A. Outstanding issues
 - B. Furniture sale procedure
 - C. Grand Re-Opening date

3. Change orders (action if necessary)

4. Bills to be paid (action if necessary)

5. Behind the scenes tour

6. Adjournment

Crete Public Library District
Board of Trustees
Minutes of Special Meeting
August 7, 2013

- I. Call to order: Meeting called to order by President Tuttle at 7:02p.m. Those in attendance: President Tuttle, board members: Amati, Boehner, Monks, Sizemore, Van Zyl & Warren. Also in attendance: Administrator Schulten, Head of Adult Services Amschl & Admin. Asst. Bonfiglio.
- II. Renovation update & Timelines:
 - A. Outstanding issues: There are still several construction items that need to be completed. The outside gutter, some baseboard is missing, some additional electrical & an exit/outdoor light for the new door to the patio. The last delivery of furniture will come soon. RJE will replace the paneling on the DIRTT walls to match the other furniture. The library is still negotiating with RJE concerning the tables that should have had casters. The library should be prepared to pay at least a portion of the cost.
 - B. Furniture sale procedure: Ms. Schulten found the state statute concerning furniture sale which states that sale of any unit with a value between \$250 -\$1000 must be posted in the newspaper. Since Ms. Schulten still has some questions about the value amount of 18 year old furniture. She will consult the library's attorney. There is already a list of people who would like some of the items & a spreadsheet with pictures will be posted. The library hopes to have a sale during the Crete Village Wide Garage Sale September 13th & 14th. The steel shelving may be recycled. The Administrator will pursue the matter.
 - C. Grand Re-Opening date: The event will take the place of our Annual Fall party. The board discussed having the open house in late October since it will be held indoors.
- III. Change orders (action if necessary): One change order from Van Steel Erectors in the amount of \$300.00 to cut down shelf brackets.
- IV. Bills to be paid (action if necessary): There are two bills to be paid. LFI in the amount of \$6552.40 for custom furniture. \$1887.63 to ThyssenKrupp Elevator a deposit on elevator upgrades. Motion to approve both bills by Warren, second by Boehner. Motion passed on voice vote. Ayes: Amati, Boehner, Monks, Sizemore, Van Zyl & Warren. Nays: None.
- V. Behind the scenes tour: The trustees walked the building and viewed the progress. Ms. Schulten pointed out some areas near new walls that are somewhat dark and will need to have more lighting. She also pointed out the areas that will get new shades on the windows. The same shade company will also rework the drapes in the large room since several of the plastic attachment pieces are broken. The new teen area is popular and most adults are respecting their space. They viewed the new small tables and trustee Warren suggested that those tables should have casters as well. The other board members agreed. The trustees were pleased with the results of the re-design and most of the feedback from the public has been positive.
- VI. Adjournment: Motion to adjourn at 7:54 by Monks, second by Boehner. Motion passed. Ayes: Amati, Boehner, Monks, Sizemore, Van Zyl & Warren. Nays: None.

Respectfully Submitted,
Georgia Sizemore, Secretary