

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES

AGENDA

JULY 17, 2002

7:00 P.M.

BUDGET & APPROPRIATIONS HEARING

BOARD MEETING

1. Call to order
2. Minutes
 - Regular Meeting of June 19, 2002
 - Closed session of June 19, 2002
3. Correspondence
4. Bills for payment
5. Librarian's Report
6. Financial Report
7. Public comment
8. Other reports
 - A. Friends of the Library
 - B. Crete Library Foundation
9. Old Business
 - A. Budget and Appropriations Ordinance 02-03
 - B. Personnel (closed session)
Administrative Librarian Evaluation
 - C. Iron work painting
10. New Business
 - A. Secretary's Audit Committee
 - B. Overdue fines
 - C. Equipment rental
 - D. Crete Township Office – shared Internet access
11. Adjournment

CRETE PUBLIC LIBRARY BOARD OF TRUSTEES

MINUTES OF BUDGET AND APPROPRIATION
HEARING JULY 17, 2002

I. Call to Order: 7:05 p.m. Present: Trustees: Mucha, Ruklic, Fuller, Engel, Stoll, Amati; Director Schueltan. No members of the public or press were present.

II. Motion to adjourn hearing by Stoll, Second by Ruklic. Passed unanimously.

MINUTES OF REGULAR MEETING: JULY 17, 2002

I. Call to Order: 7:07 p.m. Present were Trustees Mucha, Ruklic, Fuller, Engel, Stoll, Amati, and Director Schueltan.

IIa. Minutes of Regular Meeting of June 19, 2002. Stoll moved, seconded by Fuller to change Bond Amount to: \$62,846.88. Motion passed unanimously. Motion to approve minutes of June 19, 2002: Stoll moved, Fuller second, passed.

IIb. Minutes of Closed Session of June 19, 2002. Motion to approve: Stoll; second: Fuller. Passed unanimously.

III. Correspondence: Thank you note from Post Prom Committee for donation. Thank you from good will ambassadors for notecards donated as bread and butter gifts.

IV. Bills for Payment: Addition of bill from Steve Larsen. Motion to approve: Engel. Second: Fuller. In favor: Engel, Stoll, Ruklic, Fuller, Mucha, Amati.

V: Librarian's Report: Nothing extra.

VI: Financial Report: Contingency Fund overdraft due to Coffee Annex which will be covered by grant money. Treasurer Stoll says rest looks fine.

VII: Public Comment: No one present.

VIIIa: Friends of the Library: On Vacation

VIIIb: Crete Library Foundation: On Vacation.

IX: Old Business:

IXa: Bond and Appropriations Ordinance 02-03: Move by Engel for \$756,7000.00. Second by Stoll. Roll Call: Aye: Stoll, Ruklic, Fuller, Engel, Mucha, Amati. Nay: none.

IXb: Personnel: Move to enter closed session by Ruklic, second by Fuller. All in favor. Move to return to open session by

IXb: continued. Engel, second by Fuller.

IXc: Iron Work Painting. Report by Ruklic: only one bid has been received. Consensus among trustees that at least one more bid and preferably two should be obtained before making a decision.

Xa: Secretary's Audit Committee: Stoll and Fuller volunteered to review minutes of previous year.

Xb: Overdue Fines: Question before board as noted in Librarian's Report: Should overdue fines be reduced on Children's books.

Xc: Equipment Rental: Crete Park District asked to borrow the LCD projector to show movies in the part. This item was lent to Crete Area Chamber of Commerce for movie during Dixie Dash Weekend. Director Schueltan has given permission for two movie nights but wishes Board to discuss setting policy for future use. (See Librarian's Report for details). Suggestions include: Fee, deposit, insurance, etc. Suggested putting together list of equipment for rent.

Xd: Crete Township Office - shared Internet access: Ron Koelling contact at Township. Issues include: security, priority access, charges. SWANN will remain priority traffic, our database will be protected.

Xe: Use of Library as Polling Place instead of Crete Elementary School. Consensus of Board favorable.

Xf: Non-Resident Policy: State wants an ordinance.

Xg: Donation Box.

Xh: Report by Public Relations Committee (Engel, Stoll, Amati) First batch of articles for newspaper ready to go.

XI: Motion to adjourn: Move by Fuller, second by Stoll. Passed unanimously.

Respectfully submitted,

Jacqueline S. Amati
Secretary Pro Tem