

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA**

NOVEMBER 16, 2005
7:00 P.M.

LEVY HEARING

BOARD MEETING

1. Call to order
2. Minutes
 - Regular meeting of October 19, 2005
3. Correspondence
4. Bills for payment
5. Librarian's Report
6. Financial Report
7. Public comment
8. Other reports
 - A. Friends of the Crete Public Library
 - B. Crete Library Foundation
 - C. Citizens Committee
9. Old Business
 - A. Fall Family Fun Fest
 - B. Long Range Planning review
 - C. Building Report
 - D. Personnel
 - E. Meeting Room Policy
10. New Business
 - A. FY2005 Levy Ordinance 05-06
 - B. 2006 Referendum (March 21, 2006 General Primary Election)
 - C. 2006 Wine & Cheese Party
 - D. Holiday Party
 - E. Chamber Map/*Village Profile* proposal
11. Adjournment

**Crete Public Library Board of Trustees
Minutes of November 16, 2005 Meeting**

1. **Call to Order:** Meeting called to order by President Ruklic at 7:10 p.m. Trustees attending were Kelly, Fuller, Borgia and Engel. Also, present was Library Director Jane Schulten. Absent Amati and Tuttle.
2. **Minutes:** Move to approve Minutes from October meeting by Kelly, second by Engel. Minutes approved unanimously.
3. **Correspondence:** Laura Starr a library employee sent a thank you note for the employee pay increase she received.
4. **Bills for Payment:** No additional bills to be paid. Motion by Fuller, second by Kelly to pay the bills. Motion unanimously approved by voice vote.
5. **Librarian's Report:** Please read The New E-Learning Tools page. It contains Technology Terminology information. Programs; Chess night had 20 kids attending. No Girls Allowed, had 17 boys attending.
6. **Financial Report:** Exhibit 5 shows budget is on target for where we need to be a third of the way through the fiscal year. Higher gas bills will kick in probably around December. Computer expense is up due to new computers. Exhibit 4, donations and gifts are up. Auditors for the library will be in on Thursday and Friday of this week.
7. **Public Comment:** None.
8. **Other Reports:**
 - A. **Friends:** Books were moved to Will County. Thanks to the Lion's Club for use of their truck and trailer. Also, Friends will be marching in the Crete Parade of Lights on December 3rd. Thank you to Susan Fuller for donating the use of her red pick-up truck to be decorated and driving in the parade. Thanks to Jackie Amati for organizing everyone for this event. The 2006 calendars are on sale for \$8.00. Next meeting is 11/29/05.
 - B. **Foundation:** The Crete Chamber puts together a Village map each year. This year a person hired by the Chamber will use the phone in Director's outer office to solicit calls to area businesses asking them to advertise. In exchange for the use of the library phone the Library will receive a free ad for the Chamber map. Also, the CM201U Education Foundation will probably not be holding the annual Wine & Cheese party at the library this year. The library has in the past allowed the Education Foundation to hold the party at the library. In exchange the library was able to raise money through the silent auction. If the party does not take place at the library

this year, the Library Foundation would like to do something to still raise money. More discussion about this at the January meeting.

- C. **Citizens Committee:** The committee is recommending to the Library Board that if the Library decides to go for a Referendum at the 2006 General Primary, the referendum should be for 10 cents. This would be up from the 5 cents asked previously.

9. Old Business:

- A. **Fall Family Fun Fest:** Fest went very well. Possible bake sale for next year and a donation jar for those that would like to give. Thank you to everyone who helped.
- B. **Long Range Planning Review:** Please review the Mission Statement from FY 2004-05. The Web site work accomplished by the consultant did not go as well as planned. Schulten and other employees of the library will take over improving the Web site.
- C. **Building Report:** No update on the six new windows. Ruklic will contact John Hothan about installing the windows.
- D. **Personal:** Library staff were pleased with the raise that was given to each employee. Motion by Kelly to give each employee (20) a \$50.00 holiday gift certificate. Second by Engel. Voice vote unanimous.
- E. **Meeting Room Policy:** Crete Public Library District Meeting Room Policy has been changed. All changes are highlighted in the hand out. Motion by Engel to adopt changes to Meeting Room Policy. Second by Kelly. Vote unanimous.

10. New Business:

- A. **FY2005 Levy Ordinance 05-06:** Motion to approve Fy2005 Levy Ordinance 05-06 by Kelly. Second by Fuller. Voice vote unanimous.
- B. **2006 Referendum (March 21, 2006 General Primary Election):** Motion by Engel that the Crete Library Board ask for a 10 cent increase on referendum to be held on March 21, 2006. Second by Borgia. Vote unanimous. Schulten will prepare the documents to be formally approved at a special December Library Board meeting to be held at 5:00 p.m. on December 9th.
- C. **2006 Wine and Cheese Party:** The 201 U Education Foundation has not formalized plans for the annual Wine & Cheese party. As the date draws

closer it appears that the event will not take place. The Board will discuss options for its own fundraiser at the January meeting.

- D. Holiday Party: To be held at the library Friday, December 9 at 5:30 p.m.**
- E. Chamber Map/Village Profile Proposal: The Board gave permission for the Village Profile consultant to use the phone in exchange for an ad on the Crete Chamber map.**
- F. Impact fee update: The library's attorney reviewed Village of Crete-Ordinance No. 2005-38 and responded with a letter alerting the Board to a court case concerning impact fees. This court case occurred a couple of years ago and should have been brought to the attention of the Library Board when the attorney reviewed the library's original resolution. Schulten does not think the court case is relevant to the library district. Twenty-nine libraries in Will County are collecting Impact Fees following this same procedure.**

Adjournment: Motion by Borgia, second by Kelly. Unanimous vote to adjourn at 8:10 p.m.

**Respectfully Submitted
Susan Fuller
Secretary, Library Board Trustee**

**Crete Public Library Board of Trustees
Minutes of the Levy Hearing
November 16, 2005**

- 1. Call to Order: Levy Hearing called to order by President Ruklic at 7:00 p.m. Trustees attending were Kelly, Fuller, Borgia, Engel and Ruklic. Also, present was Library Director Jane Schulten. Absent Amati and Tuttle.**
- 2. Ordinance 05-06 - Ordinance Levying and Assessing Taxes of the Crete Public Library District, Will County, Illinois for the Fiscal Year beginning July 1, 2005 and ending June 30, 2006 was presented. The library is asking for a levy amount of \$656,300.**
- 3. There was no public present and no public comment.**
- 4. Motion by Fuller, second by Kelly to approve Ordinance 05-06. Motion unanimously approved by voice vote.**

Adjournment: Motion by Borgia, second by Kelly. Unanimous vote to adjourn at 7:10 p.m.

**Respectfully Submitted
Susan Fuller
Secretary, Library Board Trustee**