

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA**

BOARD MEETING

May 16, 2007

7:00 P.M.

1. Call to order
2. Installation of New Trustees
3. Trustee Recognition and Election of Officers
4. Minutes
 - Regular meeting of April 18, 2007
5. Correspondence
6. Bills for payment
7. Librarian's Report
8. Financial Report
9. Public comment
10. Other reports
 - A. Friends of the Crete Public Library
 - B. Crete Library Foundation
9. Old Business
 - A. House Bill 1727 Mandatory Public Internet Filtering
 - B. Building & Maintenance
 - Levy Ordinance 07-01
 - Arctic proposals
 - C. Personnel Policy
 - D. Library sign project
 - E. Crete Memorial Day Parade and First Friday Fun
10. New Business
 - A. Board Meeting (Day & Time)
 - B. FY2007/08 Budget & Appropriations Ordinance 07-02 (draft)
 - C. FY 2007/08 Prevailing Wage Ordinance 07-03
11. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Minutes May 16, 2007

- I. Call to order: Meeting called to order by President Ruklic at 7:03 p.m. Those in attendance: President Ruklic, board members Amati, Borgia, Engel, Kelly, Tuttle, Warren. Also in attendance: newly elected board member Virginia Angellotti, Director Schulten and Admin. Asst. Nelson.
- II. Installation of new trustees: Newly elected member Angellotti, and re-elected members Kelly and Warren were sworn in. Vice-President Kelly presides as the meeting continues.
- III. Recognition of Marian Engel's 20 years on the board. Recognition of President Ruklic departure from the board.
- IV. Election of new officers. Slate of new officers as follows: President Kelly, Vice-President Tuttle, Secretary Amati, and Treasurer Warren. Motion by Engel, second by Borgia. Motion passed unanimously.
- V. Minutes of regular meeting of April 18, 2007: Motion to approve by Tuttle, second by Warren. Motion passed unanimously.
- VI. Correspondence: Trustee workshop May 24, 2007. White Sox tickets still available. Thank you card from S. Nelson for flowering plant. Resignation letter from Trustee Borgia.
- VII. Bills for payment: Additional bill for \$560.78 to The McCann Group for 3 monitors. Motion by Borgia, second by Tuttle to approve all bills. Motion passed unanimously on voice vote.
- VIII. Librarians Report: Schulten reported on the events of Library Unity Day and the status of the HB1727, the internet filtering bill which has now passed to the Senate. Library position on filtering is explained in newsletter and will be added to the website. She also added that interviews for the positions in Circulation, Reference and Children's are ongoing and there are several serious candidates for each position.
- IX. Financial Report: Trustee Borgia stated that the Library was on track with 80% of the current budget spent. Schulten also added that with the hiring of several new employees salaries, insurance and IMRF will increase before the end of the fiscal year.
- X. Public comment: None
- XI. Other reports:
 - A. Friends of the Library: The Friends will have treats, balloons and a special gift bag for the First Friday celebration June 1, 2007. Some Friends and employees will man the Library's drill carts for the May 28th Memorial Day Parade.
 - B. Crete Library Foundation: There was no meeting.

XII. Old business:

- A. Filtering bill: The bill has passed in the House and has now moved into the Senate.
- B. Building and Maintenance Levy Ordinance 07-01: on a motion by Borgia a second by Warren, and unanimous voice vote, the Trustees elected to pass the B & M Levy Ordinance 07-01.
- C. Arctic Engineering Proposals: The Arctic proposal #5-3075 (\$630.00) stated that since replacement parts were unavailable, the Library would need to purchase a new actuator. Arctic proposal #5-3097 (\$3,245) is for the replacement of the HVAC blower frequency drive. On a motion from Tuttle, a second by Borgia and unanimous vote, the Library approved to accept both Arctic proposals.
- D. Personal policy: After review, the Library's attorney suggested the section concerning Family and Medical Leave Act could be omitted because the Library has less than 50 employees. On a motion from Amati, a second by Engel, to approve amended personal policy. Motion passed unanimously.
- E. Library sign project: nothing new to report.
- F. Crete Memorial day parade & First Friday fun: The Star newspaper will send a photographer for the First Friday Fun celebration.

XIII. New business:

- A. Board Meeting (day & time) Since new Trustee Angellotti is unable to make the 7:00 meeting time, and changing the day of the week was not an option, board meetings will now start at 7:30 on the third Wednesday of the month.
- B. FY 2007/2008 Budget & Appropriations Ordinance 07-02(draft). Schulten reviewed various aspects of the budget and explained that it is easier to prepare for unanticipated revenues & expenditures rather than amend the budget later. Next month the B & A Ordinance will be voted on.
- C. FY 2007/2008 Prevailing Wage Ordinance 07-03: Schulten discussed the ordinance and the Library's agreement to pay the state's prevailing wage for work done at the Library.

XIV. Adjournment: Motion by Tuttle second by Warren, passed unanimously to adjourn at 8:21.

Respectfully submitted,
Jacqueline S. Amati, Secretary