

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES  
AGENDA**

**LEVY HEARING**

**BOARD MEETING  
November 19, 2008**

1. Call to order
2. Minutes  
Minutes of Board Meeting October 15, 2008
3. Correspondence
4. Bills for payment
5. Financial Report
6. Librarian's Report  
Department Report – Tiffany Amschl, Adult Services
7. Public Comment
8. Community Outreach
9. Other reports
  - A. Friends of the Crete Public Library
  - B. Crete Library Foundation
10. Old Business
  - A. Building & Maintenance update
  - B. FY2008 Levy Ordinance 08-06
11. New Business
  - A. FY2007/08 Treasurer's Report
  - B. MLS FY2008/09 Membership certification
  - C. Public Library Trustee Elections – April 7, 2009
  - D. Community Outreach - FY2009 dates
12. Adjournment

**CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Minutes November 19, 2008**

- I. Call to order: Meeting called to order by President Kelly at 7:35 p.m. Those in attendance: President Kelly, board members, Amati, Ruklic, Tuttle, & Warren. Also in attendance: Administrator Schulten, Admin. Asst. Nelson, Head of Adult Services Amschl, Karen Daugherty, & Cindy Wagner. Two items to add to the agenda. Swearing in of new board members, and staff holiday gift.
- II. New board members: New board members, Karen Daugherty and Cindy Wagner took the oath of office and were sworn in.
- III. Minutes: Motion to approve minutes of October 15, 2008 board meeting by Ruklic, second by Tuttle. Motion passed unanimously.
- IV. Correspondence: Thank you from Crete Park District for participation in the annual Trick or Treat trail. Notice from Crete Lions Club of flu & pneumonia shot clinic on December 1<sup>st</sup> at the library.
- V. Bills for payment: Notice of bond payment due in December in the amount of \$228,092.50. Motion to approve all bills by Tuttle, second by Ruklic. Motion passed unanimously on voice vote.
- VI. Financial report: Trustee Warren reported that the budget is on target.
- VII. Librarian's report: Administrator Schulten reported on the upcoming Family Reading Night, stating that the mayor and several other local people will be reading to the group. The board and staff holiday party will be at the library on December 12<sup>th</sup> starting at 5:00 p.m. Department head Amschl presented a short movie on the everyday workings of the Adult Services Department. She also handed out a list of accomplishments, challenges, and goals for the future.
- VIII. Public comment: no public comment.
- IX. Community outreach: Trustee Tuttle attended the Township meeting. The township board expressed a wish to work with the library staff in planning more young adult activities within the community. President Kelly went to the school board meeting and thanked the High School for their work on the trebuchet that was used at the Fall Family Fun Fest. Trustee Ruklic received a check from Crete Energy Venture at the Village board meeting. Trustee Warren reported that the State of Illinois had made November 15<sup>th</sup> as a day to honor school board members.

X. Other reports:

- A. Friends of the Crete Public Library District: Trustee Amati reported that the book sale had gone smoothly and the friends were looking into having an entry in the Parade of Lights next month. Employee Amschl volunteered her truck for the parade.
- B. Crete Library Foundation: The art books are on display and bids will be accepted thru November 29<sup>th</sup>.

XI. Old Business:

- A. Building & Maintenance update: Two bids were received for the water softener. Motion to accept water softener bid from V & L Plumbing by Ruklic, second by Warren. Motion passed unanimously on voice vote. The masonry bricks still need to be chosen for the new sign.
- B. FY2008 Levy Ordinance 08-06: Motion by Amati, second by Wagner, to accept FY2008 Levy Ordinance 08-06. Motion passed unanimously on voice vote.

XII. New Business:

- A. FY2007/08 Treasurer's Report: Motion to accept Treasurer's Report for publication by Warren, second by Amati. Motion passed unanimously on voice vote.
- B. MLS FY2008/09 Membership certificate: Motion to renew MLS membership by Daugherty, second by Amati. Motion passed unanimously.
- C. Public Library Trustee Elections – April 7, 2009: There will be 1 two-year term and 4-four year terms open in the coming election. Daugherty will run for the two year term, and Amati, Ruklic, Tuttle and Wagner plan to run for the four year term.
- D. Community Outreach – FY2009 dates: A schedule was set up for the trustees to attend the various community meetings from January through April.
- E. Staff Holiday Gift: The board agreed upon the Administrator and staff holiday gifts.

XIII. Adjournment: Motion by Ruklic, second by Warren to adjourn at 8:35 p.m. Motion passed unanimously.

Respectfully submitted,  
Jacqueline S. Amati, Secretary