

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES  
AGENDA**

**November 18, 2009  
7:00 P.M.**

**LEVY HEARING**

**BOARD MEETING**

1. Call to order
2. Minutes  
Minutes of Regular Meeting October 21, 2009
3. Correspondence
4. Bills for payment
5. Financial Report  
Building bond payment \$245,325 due December 30, 2009
6. Librarian's Report  
Adult Services Department report – A.S. Head Tif Amschl
7. Public Comment
8. Community Outreach
9. Other reports
  - A. Friends of the Crete Public Library
  - B. Crete Library Foundation
12. Old Business
  - A. Village of Crete TIF – update
  - B. MLS Zones 8 & 9 In-service – date change to **Friday, December 11, 2009**
  - C. FY 2009 Levy Ordinance 09-06 – action
  - D. LIMRiCC Reorganization Ordinances #09-07 & #09-08 - action
13. New Business
  - A. MLS Membership Annual Certification - action
  - B. Real estate tax search proposal – Klein, Thorpe & Jenkins, Ltd
  - C. Programs & classes – registration and fee policies
  - D. Building update
14. Adjournment

**CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Minutes of November 18, 2009**

- I. Call to order: Meeting called to order by President Kelly at 7:10 p.m. Those in attendance: President Kelly, board members Amati, Daugherty, Ruklic, Tuttle, Wagner, & Warren. Also in attendance: Administrator Schulten, Head of Adult Services Amschl, Admin. Asst. Nelson, Village of Crete representatives, Wiater & Durkin.
- II. Minutes: Motion to approve minutes of regular meeting October 21, 2009 by Amati, second by Tuttle. Motion passed unanimously.
- III. Correspondence: Invitation to attend 70<sup>th</sup> Anniversary party for the Crete Lions Club on December 12<sup>th</sup>. Dinner will be \$30.00 per person at Lincolnshire Country Club.
- IV. Bills for payment: Motion to approve all bills for payment by Ruklic, second by Warren. Motion passed unanimously on voice vote.
- V. Financial report: Building bond payment \$245,325.00 due December 30, 2009. The payment will be made by wire transfer. The misc. inc/exp categories include the funds received/paid from Zones 8 & 9. Trustee Warren noted that the library has a 4% budget surplus at this time.
- VI. Librarian's report: A.S. Head Tif Amschl presented "Reduce, Rearrange, Reuse & Revamp" to explain the recent changes in the Adult Services department. She would also like to follow through with a make over of the Young Adult section. Administrator Schulten provided the visitor traffic survey results conducted during the last week of October. The library continues to have record breaking usage in all departments.
- VII. Public comment: No public comment.
- VIII. Community outreach: Trustee Daugherty attended the Township meeting and mentioned the book sale and food for fines. Trustee Wagner went to the School Board meeting but left after an hour of public comment. The schedule for January & February 2010 meetings was completed.
- IX. Other reports:
  - A. Friends of the Crete Public Library: The book sale generated approximately \$1500.00. More tables and book ends will be needed for the next sale.
  - B. Crete Library Foundation: The foundation purchased Director's & Officer's liability insurance. After reviewing the results of the Fall Fest, the foundation will pay for another tent and an additional grill. The next meeting will be in April.

X. Old business:

- A. Village of Crete TIF – update. Village Trustee Wiater and Village Administrator Durkin talked about the Village’s request to extend the four TIF Districts from 23 to 35 years. The board reiterated their concern that proper procedures had not been followed not only with the request but also with the annual TIF reporting guidelines. Everyone expressed a willingness to continue to work together on this issue.
- B. MLS Zones 8 & 9 In-service – date change to Friday, December 11, 2009: Motion by Amati to amend the closing date for the in-service from December 4, 2009 to December 11, 2009, second by Wagner. Motion passed unanimously.
- C. FY 2009 Levy Ordinance 09-06 – action: Motion to accept the FY 2009 Levy Ordinance 09-06 by Ruklic, second by Warren. Motion passed unanimously on voice vote.
- D. LIMRiCC Reorganization Ordinances # 09-07 & #09-08 – action: Motion by Tuttle to approve the LIMRiCC Reorganization Ordinance 09-07, second by Amati. Motion passed unanimously. Motion by Amati to accept the LIMRiCC Reorganization Ordinance 09-08, second by Daugherty. Motion passed unanimously.

XI. New business:

- A. MLS Membership Annual Certification – action: Motion by Daugherty to accept the MLS Membership Annual Certification, second by Ruklic. Motion passed unanimously.
- B. Real estate tax search proposal – Klein, Thorpe & Jenkins, Ltd: The proposal will search the tax rolls to make sure all taxes are being collected. Trustee Warren stated that this was something that could be done in-house.
- C. Programs & classes – registration and fee policies: Library programs have been very popular especially the computer classes. Several issues have cropped up with repeat patrons and non-resident attendees. The board would like more information before making any policy decisions.
- D. Building update: Many of the light bulbs in the hard to reach areas need to be replaced. Norman Electric has provided a proposal to replace bulbs with the use of a lift. They are also looking into “green” lighting alternatives.
- E. FY 2008/2009 Treasurer’s Report: The Treasurer’s report reflects the balance provided by the auditor.

XII. Adjournment: Motion to adjourn at 8:30 by Daugherty, second by Amati. Motion passed unanimously.

Respectfully submitted,  
Jacqueline S. Amati, Secretary

