

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
BOARD MEETING AGENDA**

**June 15, 2011
7:00 P.M.**

1. Call to order
2. Swearing in of new trustees
3. Election of Officers
4. Minutes
 - Minutes of the Regular Meeting May 18, 2011
 - Minutes of the Closed Session May 18, 2011
5. Correspondence
6. Bills for payment
7. Financial Report
8. Librarian's Report
9. Public Comment
10. Community Outreach
11. Other reports
 - A. Friends of the Crete Public Library
 - B. Crete Library Foundation
12. Old Business
 - A. FY2011/12 Public Library Non-Resident Cards (ratify Ordinance 11-04)
 - B. FY2011/12 Premium Only Plan for health insurance premiums (Resolution 11-01 action)
 - C. FY2011/12 Building & Maintenance Fund (Ordinance 11-01 action)
 - D. FY2011/12 Prevailing Wage (Ordinance 11-02 action)
 - E. FY2011/12 Meeting Dates & Times (Ordinance 11-03 action)
 - F. New server & software quote (action)
 - G. Re-Design Project – Library Space Planners (action)
13. New Business
 - A. Tuition Reimbursement Policy
 - B. Illinois Library Systems update
14. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Minutes of June 15, 2011

- I. Call to order: Meeting called to order by Vice President Tuttle at 7:03 p.m. Those in attendance: Vice President Tuttle, board members Amati, Boehner, Ruklic, Sizemore, Wagner & Warren. Also in attendance: Administrator Schulten & Admin. Asst. Nelson.
- II. Swearing in of new trustees: Ms. Boehner was sworn in.
- III. Election of officers: Motion to present the following slate of candidates for the election of new officers by Amati, second by Sizemore. Slate of officers: President Tuttle, Vice President Warren, Treasurer Ruklic and Secretary Wagner. Motion passed unanimously.
- IV. Minutes: Motion to approve minutes of regular meeting of May 18, 2011 by Ruklic, second by Wagner. Motion passed. Motion to approve minutes of closed session of May 18, 2011 by Amati, second by Ruklic. Motion passed.
- V. Correspondence: No correspondence to report.
- VI. Bills for payment: Motion to approve all bills as presented by Amati, second by Ruklic. Motion passed unanimously on voice vote.
- VII. Financial report: Trustee Ruklic reported that with one more month until the end of the fiscal year, the budget is at 81% of expenses and all but 5% of income has been received.
- VIII. Librarian's report: Ms. Schulten reported that the summer reading programs are off to a great start with 395 children, 24 young adult & 83 adults signed up.
- IX. Public comment: No public comment.
- X. Community outreach: Thank you to trustees Warren & Wagner & her sons for participating in the Memorial Day parade. Trustee Warren attended the Village board meeting & heard about the proposed Illiana Expressway.
- XI. Other reports:
 - A. Friends of the Crete Public Library: Administrator Schulten, library friends & some Lion's club volunteers, brought boxes of books left over after 2 book sales to the Will County recycling event in Joliet. Children's books that didn't sell will be taken to Homewood PLD and then shipped to Africa. Trustee Amati is seeking volunteers to work the sale at the Crete Woman's Club Garden Walk.
 - B. Crete Library Foundation: The Foundation will meet again in September.

XII. Old business:

- A. FY2011/12 Public Library Non-Resident Cards (ratify Ordinance 11-04): Motion to ratify FY2011/12 Public Library Non-Resident Cards Ordinance 11-04 by Amati, second by Warren. Motion passed unanimously.
- B. FY2011/2012 Premium Only Plan for health insurance premiums (Resolution 11-01 action): Motion to approve the FY2011/2012 Premium Only Plan for health insurance premiums by Ruklic, second by Amati. Motion passed unanimously on voice vote.
- C. FY2011/12 Building & Maintenance Fund (Ordinance 11-01 action): Motion to approve the FY2011/12 Building & Maintenance Fund (Ordinance 11-01) by Warren, second by Wagner. Motion passed unanimously.
- D. FY2011/12 Prevailing Wage (Ordinance 11-02 action): Motion to approve the FY2011/12 Prevailing Wage (Ordinance 11-2) by Ruklic, second by Amati. Motion passed unanimously.
- E. FY2011/12 Meeting Dates & Times (Ordinance 11-03 action): Motion to approve FY2011/12 Meeting Dates & Times (Ordinance 11-03) by Wagner, second by Warren. Motion passed unanimously.
- F. New server & software quote (action): The new quote shows a decrease in licensing fees. The new server will provide more flexibility & greater capacity. Motion to approve the new server & software quote by Warren, second by Amati. Motion passed unanimously on voice vote.
- G. Re-Design Project – Library Space Planners (action): The board discussed the recommendations of the committee and decided to narrow the choices down to the top two consultants. They asked the President and Administrator to obtain and interview references for the two final candidates.

XIII. New business:

- A. Tuition Reimbursement Policy: The board discussed a tuition reimbursement policy. The administrator will work up a policy based on the board's preferences.
- B. Illinois Library System update: The deadline draws near and the new system has chosen an interim director who will start July 1st. There may be a brief shutdown of delivery services due to insurance coverage issues.

Adjournment: Motion to adjourn at 8:17 p.m. by Ruklic, second by Wagner. Motion passed unanimously.

Respectfully submitted,
Cindy Wagner, Secretary