

# **CRETE PUBLIC LIBRARY BOARD OF TRUSTEES**

## **BOARD MEETING**

**November 14, 2012**

**7:00 p.m.**

## **LEVY HEARING**

## **MEETING AGENDA**

1. Call to order
2. Minutes
  - Minutes of the Regular Meeting October 17, 2012
  - Minutes of the Special Meeting November 7, 2012
3. Correspondence
4. Bills for payment
5. Financial Report
  - A. Scheduled debt service bond payment in the amount of \$254,285.00 due December 30, 2012
6. Librarian's Report
7. Public Comment
8. Community Outreach
9. Other reports
  - A. Friends of the Crete Public Library
  - B. Crete Library Foundation
10. Old Business
  - A. Re-Design update - Color palette approval (action)
  - B. 2013 Library Trustee Election April 9, 2013 (discussion)
  - C. FY2012 Levy Ordinance 12-05 stating the revenues requested through the taxation of real estate to operate the library during FY2012-13. (action)
11. New Business
  - A. Ordinance 13-01 to abate (return to the taxpayers)the tax levied for 2012 to pay the principal and interest on the library's building bonds (information)
  - B. Notification of annexation by Steger-South Chicago Heights PLD of properties located in the Miller Woods area into the library district (information)
  - C. Proposal to repair Goose Creek erosion by Rohe La at the east end of the library property (information)
12. Adjournment

**CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
November 14, 2012**

- I. Call to order: Meeting called to order by President Tuttle at 7:10 p.m. Those in attendance: President Tuttle, board members: Amati, Boehner, Ruklic, Sizemore, Wagner & Warren. Also in attendance: Administrator Schulten, Head of Adult Services Amschl & Admin. Asst. Bonfiglio. One item to add to the agenda, holiday gift for staff. Motion to add agenda item by Wagner, second by Sizemore. Motion passed. Ayes: Amati, Boehner, Ruklic, Sizemore, Wagner & Warren. Nays: None.
- II. Minutes: Motion to approve minutes of the regular meeting of October 17, 2012 by Boehner, second by Ruklic. Motion to approve minutes of the special meeting of November 7, 2012 by Wagner, second by Warren. Both motions passed. Ayes: Amati, Boehner, Ruklic, Sizemore, Wagner & Warren. Nays: None.
- III. Correspondence: Letter from Jenny Polak requesting the library to host a peace statue on the grounds.
- IV. Bills for payment: One additional bill for payment in the amount of \$5656.07 to Kaana IT for 3 computers, 3 printers & security software. Motion to approve all bills as presented by Ruklic, second by Sizemore. Motion passed on voice vote. Ayes: Amati, Boehner, Ruklic, Sizemore, Wagner & Warren. Nays: None.
- V. Financial report: Treasurer Ruklic stated that the budget shows no excessive expenditures or areas of concern.
- VI. Librarian's report: Administrator Schulten shared the results of the visitor count that took place last week. The library averaged 260-300 visitors a day, which is consistent with the previous year. Elizabeth Seeskin, Young Adult Services Coordinator showed a short video why the teens like the library. Some comments were: the fun programs, feeling welcome & not being judged. Most of the teens stated the need for more books.
- VII. Public comment: No public comment.
- VIII. Community outreach: The trustees will start a new community meeting schedule in January.
- IX. Other reports:
  - A. Friends of the Crete Public Library: The holiday book sale has started, as well as the sale of Fannie May candy bars at the circulation desk. The candy has sold very well & will need to be reordered soon. The Friends will have a float in the Crete County Christmas parade.
  - B. Crete Library Foundation: The Foundation elected a new treasurer Rebecca Nagle.

X. Old Business:

- A. Re-Design update – Color palette approval: The board once again viewed the tile, paint & carpet samples. They also discussed options for bringing in more color. Motion to approve suggested color palette by Wagner, second by Sizemore. Ayes: Amati, Boehner, Ruklic, Sizemore, Wagner & Warren. Nays: None.
- B. 2013 Library Trustee Election April 9, 2013: There are 4 opening in the April election & two board members have indicated that they will run for another term. The board may need to encourage other Crete residents to fill the remaining 2 vacancies.
- C. FY2012 Levy Ordinance 12-05 stating the revenues requested through the taxation of real estate to operate the library during FY2012-13: Motion to approve FY2012 Levy Ordinance 12-05 by Warren, second by Wagner. Motion passed on voice vote. Ayes: Amati, Boehner, Ruklic, Sizemore Wagner & Warren. Nays: None.

IX. New Business:

- A. Ordinance 13-01 to abate (return to the taxpayers) the tax levied for 2012 to pay the principal and interest on the library's building bonds: The board discussed the procedure for the abatement . The tax abatement will be put to a vote in January and if approved Will County will be notified of the change. The board mentioned the need for a press release announcing the tax abatement.
  - B. Notification of annexation by Steger-South Chicago Heights PLD of properties located in the Miller Woods area into the library district: In an effort to provide library services to all residents, Steger-South Chicago Heights PLD has identified some areas within their district that are not being served. Steger-South Chicago Heights PLD has notified the Crete Library of their annexation plans.
  - C. Proposal to repair Goose Creek erosion by Rohe Lane at the east end of the library property: The library's neighbors to the east have contacted the library concerning the erosion caused by Goose Creek. Will County has looked at the situation & has made some plans to rectify the problem. The library will be included in any decisions.
  - D. Staff holiday gift: In the past, the library provided a \$50.00 Kohl's gift card to each staff member. Motion to provide \$50.00 Kohl's gift cards to staff by Ruklic, second by Sizemore. Motion passed. Ayes: Amati, Boehner, Ruklic, Sizemore, Wagner & Warren.
- IX. Adjournment: Motion to adjourn at 8:07 p.m. by Amati, second by Wagner. Motion passed. Ayes: Amati, Boehner, Ruklic, Sizemore, Wagner & Warren. Nays: None.

Respectfully Submitted,  
Cindy Wagner, Secretary