

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

**September 17, 2014
7:00 p.m.**

MEETING AGENDA

1. Call to order
2. Minutes
 - Minutes of Budget & Appropriation Hearing August 20, 2014
 - Minutes of the Regular Meeting August 20, 2013
3. Correspondence
4. Bills for payment
5. Financial Report
6. Librarian's Report
 - Youth Services Department Report – Gail Scott, Head of Youth 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. Capital Replacement Plan
 - B. Library Open House – October 11, 2014 2 pm – 4 pm
11. New Business
 - A. FY15 Per Capita Grant (review)
 - B. Tuition reimbursement request
 - C. 2015 Consolidated Election information
 - D. 2015 Levy Process
12. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
September 17, 2014

- I. Call to order: Meeting called to order by Vice-President Boehner at 7:03 p.m. Those in attendance: Vice-President Boehner, trustees: Amati, Monks, Sizemore & Warren. Also in attendance: Administrator Schulten, Head of Youth Services Scott & Admin. Asst. Bonfiglio.
- II. Minutes: Motion to approve minutes of the Budget & Appropriation Hearing of August 20, 2014 by Monks, second by Sizemore. Motion to approve minutes of regular meeting of August 20, 2014 by Sizemore, second by Amati. Both motions passed. Ayes: Amati, Monks, Sizemore & Warren. Nays: None.
- III. Correspondence: No correspondence.
- IV. Bills for payment: One additional bill for payment to JMA Architects in the amount of \$1780.00. Motion to approve additional bill for JMA Architects in the amount of \$1780.00 by Amati, second by Warren. Motion passed on voice vote. Ayes: Amati, Monks, Sizemore & Warren. Nays: None. The trustees reviewed the bills for payment. Motion to approve all other bills as presented by Monks, second by Warren. Motion passed on voice vote. Ayes: Amati, Monks, Sizemore & Warren. Nays: None.
- V. Financial report: Treasurer Warren reported that with two months into the new fiscal year, expenditures are near 16% which is on target.
- VI. Librarian's report: Administrator Schulten mentioned that the annual audit will take place on September 18th. She introduced Gail Scott, Head of Youth Services. Ms. Scott reviewed the past year & demonstrated some of the new learning tools & toys in Youth Services. She also talked about the increased number of school visits & how the library is working with teachers & children.
- VII. Public comment: No public comment.
- VIII. Community outreach: The board set up the schedule for the next month.
- IX. Other reports:
 - A. Friends of the Crete Public Library: Trustee Sizemore discussed the upcoming book sale & the need for volunteers to sort books. The Friends may also provide baked goods for the Open House. They will make a decision about the food at their next meeting.
 - B. Crete Library Foundation: The Foundation met in September and approved sponsoring one library internship for the next five years.

- X. Old business:
 - A. Capital Replacement Plan: Administrator Schulten met with several energy experts recently & is expecting reports from them soon. The upgrade report for the lighting will be available next month.
 - B. Library Open House –October 11, 2014 2pm 4pm: Motion to rename the Community room as the Audrey DeMuth Community Room & the study room as the Marian Engel Study Room by Monks, second by Amati. Motion passed. Ayes: Amati, Monks, Sizemore, Warren. Nays: None. The Open House will start with a dedication ceremony.
- XI. New business:
 - A. FY15 Per Capita Grant (review): The board reviewed the Per Capita Grant.
 - B. Tuition reimbursement request: Staff member Witvoet has submitted a request for tuition reimbursement for a library science course costing \$1292.00. Motion to accept request for tuition reimbursement by Monks, second by Sizemore. Motion passed. Ayes: Amati, Monks, Sizemore, Warren. Nays: None. Reimbursement will be made upon successful completion of the course.
 - C. 2015 Consolidated Election information: Packets are available for anyone interested in running in the 2015 Consolidated Election. The library will have 5 openings.
 - D. 2015 Levy Process: The board discussed how the levy works, and how the EAV affects tax amounts.
- XII. Trustee Resignation: The board regretfully accepted the resignation of Trustee Amati.
- XIII. Adjournment: Motion to adjourn at 8:16 p.m. by Warren, second by Sizemore. Motion passed. Ayes: Amati, Monks, Sizemore & Warren. Nays: None.

Respectfully Submitted,
Georgina Sizemore, Secretary