

**CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
January 17, 2018  
7:00 p.m.**

**MEETING AGENDA**

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes
  - Levy Hearing, November 15, 2017 (Action item)
  - Regular Board Meeting, November 15, 2017 (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for November/December 2017 (Action item)
7. Librarians' Reports
8. Public Comment
9. Community Outreach
10. Other Board Reports
  - A. Friends of the Crete Public Library
  - B. Crete Library Foundation
11. Old Business
  - A. Resolution to Close Old Plank Trail Account #551010 18-01 (Action item)
12. New Business
  - A. Review of 2017 Closed Meeting Minutes for June 20, 2017 (ILCS 120/2.06d) (Information item)
  - B. FY2016/2017 Audit (Information item)
  - C. Anti-Harassment Ordinance 18-01 (Action item)
  - D. Revised Anti-Harassment Policy (Action item)
  - E. Premium Only Plan (POP) Amendment Resolution 18-02 (Action item)
13. Adjournment

CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
JANUARY 17, 2018

- I. Call to order: Meeting called to order by Vice-President Noble at 7:00 p.m. Those in attendance: Vice-President Noble, Trustees: Monks, Sizemore, Van Zyl & Williams. Also in attendance: Executive Director Dienes, Asst. Administrator Amschl & Admin. Asst. Bonfiglio.
- II. Introduction of guests/visitors: There were no guests or visitors.
- III. Approval of Minutes: Motion to approve Minutes from November 15, 2017 Levy hearing by Monks, second by Sizemore. Motion to approve Minutes from November 15, 2017 regular meeting by Sizemore, second by Monks. Both motions passed. Ayes: Monks, Sizemore, Van Zyl & Williams. Nays: None.
- IV. Correspondence: No Correspondence.
- V. Approval of Bills for Payment: One additional bill for payment to The Hartford in the amount of \$2120.00 for workmen's comp. Motion to approve all bills as presented by Monks, second by Sizemore. Motion passed on voice vote. Ayes: Monks, Sizemore, Van Zyl & Williams. Nays: None.
- VI. Financial Report for November/December 2017: Treasurer Monks reported that as of December, the half way point in the fiscal year expenses are at 46%. Some of the expenses that had been high are starting to level off. Motion to approve Financial Reports for November/December by Van Zyl, second by Williams. Motion passed on voice vote. Ayes: Monks, Sizemore, Van Zyl & Williams. Nays: None.
- VII. Librarian's Report: Ms. Dienes reported that the electrical sign recently went out. The library is looking into having it repaired. A new sign would cost around \$20,000-\$30,000.
- VIII. Public Comment: No public comment.
- IX. Community Outreach: No community outreach.
- X. Other Board Reports:
  - A. Friends of the Crete Public Library: The Friends group has not met this month.
  - B. Crete Library Foundation: The Foundation has not met this month.
- XI. Old Business:
  - A. Resolution to close Old Plank Trail Account #260495 18-01: Motion to close Trustee Special Gifts Account # 260495 in the amount of \$6094.69 and transfer funds to General account by Monks, second by Sizemore. Motion passed on voice vote. Ayes: Monks, Sizemore, Van Zyl & Williams. Nays: None.

XII. New Business:

- A. Review of 2017 Closed Meeting Minutes for June 20, 2017 (ILCS 1202.06d): The minutes pertain to the Executive Director's annual review. Motion to keep the closed minutes for June 20, 2017 closed by Van Zyl, second by Williams. Motion passed on voice vote. Ayes: Monks, Sizemore, Van Zyl & Williams. Nays: None.
- B. FY2016/2017 Audit: In a letter from the auditor, they recommend closing out the Debt Service Fund since it hasn't been used in several years. They also recommend lowering the levy amount for IMRF and FICA.
- C. Anti-Harassment Ordinance 18-01: The library has updated the anti-harassment policy per Illinois law. Motion to approve Anti-Harassment Ordinance 18-01 by Van Zyl, second by Monks. Motion passed. Ayes: Monks, Sizemore, Van Zyl & Williams. Nays: None.
- D. Revised Anti-Harassment Policy: The policy has been revised to include all the requirements from the State of Illinois. Motion to approve revised anti-harassment policy by Monks, second by Van Zyl. Motion passed. Ayes: Monks, Sizemore, Van Zyl & Williams. Nays: None.
- E. Premium Only Plan (POP) Amendment Resolution 18-02: Motion to approve Premium Only Plan (POP) Amendment Resolution 18-02 by Williams, second by Monks. Motion passed. Ayes: Monks, Sizemore, Van Zyl & Williams. Nays: None.

XIII. Adjournment: Motion to adjourn at 7:25 p.m. by Van Zyl, second by Sizemore. Motion passed. Ayes: Monks, Sizemore, Van Zyl & Williams. Nays: None.

Respectfully Submitted,  
Georgia Sizemore, Secretary