

**CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
February 21, 2018  
7:00 p.m.**

**MEETING AGENDA**

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes
  - Regular Board Meeting, January 17, 2018 (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for January 2018 (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 Debt Service Fund, Resolution 18-03 (Action item)
12. New Business
  - A. Transfer of Surplus Funds FY2016/17 Resolution 18-04 (Information item)
13. Closed Session to discuss "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body." 5 ILCS 120/2(c) (1).
14. Adjournment

CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
FEBRUARY 21, 2018

- I. Call to order: Meeting called to order by President Boehner at 7:00 p.m. Those in attendance: President Boehner, trustees: Biel, Monks, Sizemore, Van Zyl & Williams. Noble absent. Also in attendance: Executive Director Dienes, Assistant Director Amschl & Admin. Asst. Bonfiglio.
- II. Introduction of guest/visitors: no guests or visitors.
- III. Approval of minutes: Motion to approve minutes of the January 17, 2018 board meeting by Monks, second by Sizemore. Motion passed. Ayes: Biel, Monks, Sizemore, Van Zyl & Williams. Nays: None.
- IV. Correspondence: Thank you card from Ms. Dienes. Letter from patron Viktora.
- V. Approval of Bills for Payment: Motion to approve all bills for payment by Williams, second Van Zyl. Motion passed on voice vote. Ayes: Biel, Monks, Sizemore, Van Zyl & Williams. Nays: None.
- VI. Financial Report for January 2018: Treasurer Monks reported that expenses are still below expected levels for the year. Motion to approve Financial Report for January 2018 by Sizemore, second by Van Zyl. Motion passed on voice vote. Ayes: Biel, Monks, Sizemore, Van Zyl & Williams. Nays: None.
- VII. Librarian's Report: Ms. Dienes mentioned that a patron slipped and fell in the parking lot. He said he was fine but that he broke his new tablet. Ms. Dienes contacted our insurance company and they were able to resolve the matter. Jennings Electric sent a quote to restore power to the electronic sign. For \$4700.00 Jennings will have a boring company dig underground and then Jennings will be able to repair the break. Ms. Dienes is looking into various sign companies to replace the electronic sign. The new sign would be easier to read from the road, have several colors and will include our new logo & colors. Recently the alarm has been alerting a ground fault notice. The alarm company replaced the new panel.
- VIII. Public Comment: No public comment.
- IX. Community Outreach: Trustee Monks attended the Township meeting.
- X. Other Board Reports:
  - A. Friends of the Crete Library: The holiday book bundles & the quilt raffle were very successful. Ms. Taylor offered to make another quilt to be raffled off.
  - B. Crete Library Foundation: The Foundation did not meet.

XI. Old Business:

- A. Resolution to Close Debt Service Fund, Resolution 18-03: On the recommendation of the auditor the board will close the Debt Service Fund. Motion to approve resolution to close debt service fund, resolution 18-03 by Biel, second by Monks. Motion passed. Ayes: Biel, Monks, Sizemore, Van Zyl & Williams. Nays: None.

XII. New Business:

- A. Transfer of Surplus Funds FY2016/17 Resolution 18-04: The resolution would allow the library to transfer \$260000.00 of surplus funds to other funds. \$200,000.00 would go into Special Reserve account and will help pay for various building projects. The remaining \$60000.00 would go into the Building & Maintenance Levy. Motion to approve Transfer of Surplus Funds FY2016/17 Resolution 18-04 by Sizemore, second by Williams. Motion passed on voice vote. Ayes: Biel, Monks, Sizemore, Van Zyl & Williams. Nays: None.

- XIII. Closed session to discuss "The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body." 5 ILCS 120/2(c) (1). Motion to go into closed session to discuss "The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body." at 7:45 by Sizemore, second by Monks. Motion passed. Ayes: Biel, Monks, Sizemore, Van Zyl & Williams. Nays: None. The board returned to regular session at 8:28 p.m.

- XIV. Adjournment: Motion to adjourn at 8:29 p.m. by Monks, second by Biel. Motion passed. Ayes: Biel, Monks, Sizemore, Van Zyl & Williams. Nays: None.

Respectfully Submitted,  
Georgia Sizemore, Secretary