

**CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
May 16, 2018  
7:00 p.m.**

**MEETING AGENDA**

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes
  - Regular Board Meeting, April 18, 2018 (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for April 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. FY2018/19 Budget & Appropriations Ordinance 18-05 DRAFT (Action item)
  - B. Building Project Updates (Information item)
12. New Business
  - A. FY2018/19 Meeting Dates & Times Ordinance 18-06 (Information item)
  - B. FY218/19 Prevailing Wage Ordinance 18-07 (Information item)
  - C. FY2018/19 Non-Resident Cards Ordinance 18-08 (Information item)
  - D. Upcoming Library Closure and Amended Board Meeting Date (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  
May 16, 2018

- I. Call to order: Meeting called to order by President Boehner at 7:00 p.m. Those in attendance, President Boehner, trustees: Beil, Monks, Noble, Sizemore & Williams. Absent: Van Zyl. Also in attendance: Executive Director Dienes, Asst. Director Amschl & Admin. Asst. Bonfiglio.
- II. Introduction of guests/visitors: There were no guests/visitors.
- III. Approval of Minutes: Motion to approve minutes of regular meeting of April 18, 2018 by Noble, second by Monks. Motion passed. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- IV. Correspondence: Card from Crete Woman's Club with two checks for programs. Thank you card from Susan Dienes for flowers.
- V. Approval of Bills for Payment: There were 4 extra bills for payment. All Right Sign in the amount of \$8879.19 for final payment on sign. Professional Library Lift Movers for \$3285.00. F.E. Moran in the amount of \$51123.83 partial payment on HVAC project. JMA Architects \$1400.00 for HVAC project. Motion to approve all bills as presented by Williams, second by Sizemore. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- VI. Financial Report for April 2018: Treasurer Monks reported that the fiscal year is coming to a close soon and almost every expense is below expected amounts. Motion to approve Financial Report for April 2018 by Biel, second by Sizemore. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- VII. Librarian's Report: Ms. Dienes mentioned that the children's department had kids paint rocks to place in the butterfly garden.
- VIII. Public Comment: No public comment.
- IX. Community Outreach: Ms. Monks attended the village board meeting. They discussed the ESDA building in the old Video Village store.
- X. Other Board Reports:
  - A. Friends of the Crete Public Library: The Friends sent a check for the summer internship in the amount of \$500.00. They are also looking forward to the new shelving for the book sale area.
  - B. Crete Library Foundation: The Foundation did not meet.

XI. Old Business:

- A. FY2018/19 Budget & Appropriations Ordinance 18-05 Draft: Ms. Dienes changed some of the amounts based on the discussion during the April meeting. Motion to approve draft of the FY2018/19 Budget & Appropriations Ordinance 18-05 Draft by Monks, second by Sizemore. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- B. Building Project Updates: The HVAC project is almost finished. All the units have been installed on the second floor and there are only a few more to be installed on the first floor. Thermostats & insulation still need to be finished. The outdoor sign has been updated. Also Ms. Dienes reported that a day after the elevator was serviced a staff member had to be extricated by firefighters. The elevator was given a full diagnostic and seems to be working fine. Ms. Dienes will follow-up with the service company to determine if any repairs or parts are needed.

XII. New Business:

- A. FY2018/19 Meeting Dates & Times Ordinance 18-06: The Meeting dates & times will remain the same as the current year.
- B. FY2018/19 Prevailing Wage Ordinance 18-07: The library agrees to pay the prevailing wage for work done at the library.
- C. FY2018/19 Non-Resident Cards Ordinance 18-08: The library will offer non-resident cards for patrons.
- D. Upcoming Library Closure and Amended Board Meeting Date: The library usually has a floating holiday each year in place of Veteran's Day. This year the day will be July 3, 2018. Also Ms. Dienes requested that the August meeting be changed to August 22, 2018.

- 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 at 7:34 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body by Sizemore, second by Monks. Motion passed. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None. The board came out of closed session at 8:11 p.m.

- XIV. Adjournment: Motion to adjourn at 8:12 p.m. by Noble second by Williams. Motion passed. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.

Respectfully Submitted,  
Georgia Sizemore, Secretary