

**CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
July 18, 2018  
7:00 p.m.**

**Budget and Appropriations Hearing**

**MEETING AGENDA**

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes
  - Regular Board Meeting, June 20, 2018 (Action item)
  - Closed Session June 20, 2018 (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for June 2018 (Action item)
7. Librarians' Reports
8. Building & Grounds
9. Public Comment
10. Community Outreach
11. Other Board Reports
  - A. Friends of the Crete Public Library
  - B. Crete Library Foundation
12. Old Business
  - A. Approval of FY2018/19 Budget & Appropriations Ordinance 18-05 (Action item)
  - B. Per Capita Grant Requirement for Trustees (Information item)
13. New Business
  - A. Capital Replacement Plan Update (Information item)
  - B. November Library Board Meeting Date (Information item)
14. Adjournment

CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
July 18, 2018

- I. Call to order: President Boehner called the meeting to order at 7:05 p.m. Those in attendance: President Boehner, trustees: Beil, Monks, Noble, Sizemore, Van Zyl & Williams. 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 June 20, 2018 by Sizemore, second by Van Zyl. Motion to approve minutes of closed session of June 20, 2018 by Monks, second by Van Zyl. Both motions passed. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.
- IV. Correspondence: Thank you card from Boehner.
- V. Approval of Bills for Payment: Motion to approve all bills for payment by Beil, second by Van Zyl. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.
- VI. Financial Report for June 2018: Treasurer Monks reported that at the end of the fiscal year, most expenses were under budget and only a few were slightly over. Motion to approve Financial Report for June 2018 by Sizemore, second by Van Zyl. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.
- VII. Librarian's Report: There was a walkthrough with JMA and F.E. Moran for the HVAC project. The faulty motor in the Marian Engel room was replaced and everything else looks fine.
- VIII. Building & Grounds: Discussed later in the meeting.
- IX. Public Comment: No public comment.
- X. Community Outreach: No community outreach.
- XI. Other Board Reports:
  - A. Friends of the Crete Public Library: The Friends did not meet in June or July, however they did sell books at the annual Garden Walk and they sold tickets for an afghan.
  - B. Crete Library Foundation: The Foundation did not meet.
- XII. Old Business:
  - A. Approval of FY2018/19 Budget & Appropriations Ordinance 18-05: Motion to approve FY2018/19 Budget & Appropriations Ordinance 18-05 by Monks, second by Van Zyl. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.
  - B. Per Capita Grant Requirement for Trustees: The board discussed the required chapters.

XIII. New Business:

- A. Capital Replacement Plan Update: Ms. Dienes reviewed the plan. She mentioned all the items that have been completed and the few that still need to be addressed. The elevator was not included in the original capital replacement plan but the life span is around 25 years. Since the elevator is now 22 years old it will soon be time to look into an upgrade. Ms. Dienes has been in contact with the company that services the elevator and has gotten some information on what is needed.
- B. November Library Board Meeting Date: The November board meeting date falls on the Wednesday before Thanksgiving this year. The board will change the date to November 28, 2018. Motion to change the November board meeting to November 28, 2018 by Beil, second by Van Zyl. Motion passed. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.
- C. E-Rate: The board had a discussion concerning E-Rate and it was decided that the library will not pursue it. The majority of the board is not in favor of filtering which is a requirement of the e-rate grant.

XIV. Adjournment: Motion to adjourn at 8:32 p.m. by Williams, second by Monks. Motion passed. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.

Respectfully Submitted,  
Georgia Sizemore, Secretary