

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

October 17, 2018

7:00 p.m.

MEETING AGENDA

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes
 - Regular Board Meeting, September 19, 2018 (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for September 2018 (Action item)
7. Librarians' Reports
8. Building & Grounds
 - Elevator Upgrade Project: Jim Maciejewski, JMA Architects (Information item)
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. 2018 Levy (Information item)
13. New Business
 - A. LIMRiCC Health Insurance Rates (Action item)
 - B. Fine-Free December (Information/Action item)
14. Executive Session
15. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
OCTOBER 17, 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 and Admin. Asst. Bonfiglio.
- II. Introduction of Guests/Visitors: Jim Maciejewski, JMA Architects.
- III. Approval of Minutes: Motion to approve minutes of the regular board meeting of September 19, 2018 by Beil, second by Sizemore. Motion passed. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- IV. Correspondence: Letter from Balmoral Elementary School thanking the library for the school visits and back-to-school gift bags.
- V. Approval of Bills for Payment: One additional bill for payment to JMA Architects in the amount of \$440.00 partial payment for the elevator bid process. Motion to approve all bills as presented by Williams, second by Monks. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- VI. Financial Report for September 2018: Treasurer Monks reported that most of the tax money has been received and that expenses are below the expected 25% for the year. Motion to approve Financial Report for September 2018 by Noble, second by Sizemore. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- VII. Librarian's Report: The recent trivia night at Evil Horse had more than 90 participants. Two library employees developed the questions and ran the program.
- VIII. Building & Grounds:
 - A. Elevator Upgrade Project: Jim Maciejewski, JMA Architects discussed the need for the upgrade and the different items that would be changed. The elevator would be out-of-service for approximately one month. Electrical and alarm work is not included in the bid and will need to be added to the cost. Motion to proceed with the bid process by Monks, second by Beil. Motion passed. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- IX. Public Comment: There was no public comment.

- X. Community Outreach: Trustee Monks attended the Village board meeting. They discussed the recent State of Illinois requirements concerning raffles. Every group will need to obtain a form, there may not be a charge for certain groups.
- XI. Other Board Reports:
 - A. Friends of the Crete Public Library: The Friends elected the same members for their officers. They agreed to make a donation for Crete-Monee Band Boosters for the Tree Around the District fundraiser. They will also participate in the annual Crete Country Christmas parade.
 - B. Crete Library Foundation: The Foundation agreed to pay for the new cabinets and countertops in the staff lounge.
- XII. Old Business:
 - A. 2018 Levy (information item): The library will ask for approximately the same amount as last year. The levy hearing will be held on November 28, 2018 at 7:00 p.m.
- XIII. New Business:
 - A. LIMRiCC Health Insurance Rates: Health Insurance premiums will increase 2% in 2019. Motion to continue to pay for the lowest priced health insurance option by Beil, second by Sizemore. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
 - B. Fine-Free December: In an effort to encourage patrons to return library items, the Circulation department would like to make the month of December fine-free. Motion to approve Fine-Free December by Noble, second by Monks. Motion passed. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- XIV. Adjournment: Motion to adjourn at 7:55 p.m. by Noble, second by Beil. Motion passed. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.

Respectfully Submitted,
Georgia Sizemore, Secretary