

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

June 21, 2017

7:00 p.m.

MEETING AGENDA

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes
 - Regular Board Meeting, May 17, 2017 (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for May 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. FY2017/18 Meeting Dates & Times Ordinance 17-01 (Action item)
 - B. FY2017/18 Prevailing Wage Ordinance 17-02 (Action item)
 - C. FY2017/18 Non-Resident Cards Ordinance 17-03 (Action item)
 - D. Board Vacancy Update (Information item)
 - E. Executive Director Evaluation
12. Closed Session (if necessary) to discuss *the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.*
13. New Business
 - A. Library Building and Grounds (Information item)
 - B. OMA/FOIA Training (Information item)
 - C. Per Capita Grant Requirements for Trustees (Information item)
14. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
JUNE 21, 2017

- I. Call to order: Meeting called to order at 7:02 p.m. by President Boehner. Those in attendance: President Boehner, trustees: Monks, Noble, Sizemore, Van Zyl & Williams. Also in attendance: Executive Director Dienes & Admin. Asst. Bonfiglio.
- II. Introduction of guests/visitors: There were no guests or visitors.
- III. Approval of Minutes: Motion to approve minutes of May 17, 2017 by Monks, second by Sizemore. Motion passed. Ayes: Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.
- IV. Correspondence: There was no correspondence.
- V. Approval of Bills for Payment: There were two additional bills for payment. Arnold's Tree Service in the amount of \$900.00 for tree removal and TBS in the amount of \$5363.00 for annual computer service. Motion to approve all bills as presented by Williams, second by Monks. Motion passed on voice vote. Ayes: Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.
- VI. Financial Report for May 2017: Treasurer Monks reported that the budget year is nearly complete and expenses are at 80%. The expected amount should be 91% for this time of year.
- VII. Librarian's Reports: Ms. Dienes mentioned that the alarm system has been malfunctioning. The repair company believes that the problem is located in the wiring near the elevator. They will work on repairing the problem. The yarn bombing of the library has been a success. It was mentioned on Facebook, and also the RAILS & ILA websites.
- VIII. Public Comment: No public comment.
- IX. Community Outreach: Trustee Monks attended the Village meeting. They discussed the app that would be a "one stop" for all Crete area activities. Trustee Boehner went to the School Board meeting, they mentioned that they will be able to open in September as planned despite the budget crisis in Illinois. Trustee Williams attended the Township meeting. The hot topic was several squatters that are living in various houses in the township.
- X. Other Board Reports:
 - A. Friends of the Crete Public Library: The Friends has decided to sell the book cart. There will be a fundraiser at HITS for the Friends on July 15th.
 - B. Crete Library Foundation: The Foundation will pay for the new benches, ashtray & garbage can for the front of the library.

- XI. Old Business:
- A. FY2017/18 Meeting Dates & Times Ordinance 17-01: Motion to approve FY2017/18 Meeting Dates & Times Ordinance 17-01 by Monks, second by Sizemore. Motion passed. Ayes: Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.
 - B. FY2017/18 Prevailing Wage Ordinance 17-02: Motion to approve FY2017/18 Prevailing Wage Ordinance 17-02 by Monks, second by Noble. Motion passed. Ayes: Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.
 - C. FY2017/18 Non-Resident Card Ordinance 17-03: Motion to approve FY2017/18 Non-Resident Card Ordinance 17-03 by Van Zyl, second by Monks. Motion passed. Ayes: Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.
 - D. Board Vacancy Update: The library received 5 letters of interest for the board vacancy. President Boehner will contact each candidate to set up interviews.
 - E. Executive Director Evaluation: The board had the Executive Director's annual evaluation.
- XII. Closed Session to discuss *the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body*. Motion to go into closed session at 8:00 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: Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None. The board came out of closed session at 8:52p.m. The Executive Director received her evaluation and a 3.158% increase for an annual salary of \$98000.00
- XIII. New Business:
- A. Library Building & Grounds: After a bat was located inside the building, the project manager had someone come out from Get Bats Out & and the roofing company. Exclusion devices were reinstalled and roof repairs were made.
 - B. OMA/FOIA Training: Each year the trustees need to take the online training for the Open Meetings Act & Freedom of Information Act.
 - C. Per Capita Grant Requirements for Trustees: The required chapter was included in the June board packet and the trustees will discuss the information at the July meeting.
- XIV. Adjournment: Motion to adjourn at 9:02 p.m. by Sizemore, second by Monks. Motion passed. Ayes: Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.

Respectfully Submitted,
Georgia Sizemore, Secretary