

**CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
September 16, 2020
6:30 p.m.
MEETING AGENDA**

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes
 - a. August 19, 2020 Regular Board Meeting (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for August 2020 (Action item)
7. Building & Grounds
8. Librarians' Reports
9. Public Comment
10. Community Outreach
11. Other Board Reports
 - A. Friends of the Crete Public Library
12. Old Business
13. New Business
 - A. Library Financial Projection (Information item)
 - B. FY 2020 Levy Process (Information item)
 - C. Board Elections April 2021 (Information item)
14. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
September 16, 2020

- I. Call to order: Meeting called to order by President Monks at 6:30 p.m. Those in attendance: President Monks, trustees: Beil, Boehner, Brennan & Williams. Trustee Noble arrived 6:34 & Trustee Van Zyl 6:39. Also in attendance: Executive Director Dienes, Asst Administrator Amschl & Admin. Asst. Bonfiglio.
- II. Introduction of Guests/Visitors: There were no guests or visitors.
- III. Approval of Minutes:
 - A. August 19, 2020 Regular Board Meeting: Motion to approve minutes of Regular Board Meeting of August 19, 2020 by Boehner, second by Beil. Motion passed. Ayes: Beil, Boehner, Brennan Monks & Williams. Nays: None.
- IV. Correspondence: Thank you note from a patron for Reference Librarian LeVault's help. Notice from LIMRiCC regarding a new health & dental insurance provider for 2021. Notice from Will County stating that the library was approved for \$9878.22 in covid related expense reimbursements.
- V. Approval of Bills for Payment: Motion to approve all bills for payment by Brennan, second by Boehner. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Monks & Williams. Nays: None.
- VI. Financial Report for August 2020: Ms. Monks stated that expenses are below the expected amount and that over 50% of taxes have been received. Motion to approve Financial Report for August 2020 by Boehner, second by Brennan. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Monks, Noble & Williams. Nays: None.
- VII. Building & Grounds: The picnic tables have arrived and are already being used. Ms. Dienes has been in contact with JMA Architect to rebid the condenser unit for the HVAC system. The winning bid would start work in the spring of 2021. Motion to approve bid contract from JMA Architect for replacement of old condenser unit by Williams, second by Beil. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Monks, Noble & Williams. Nays: None.
- VIII. Librarian's Reports: Ms. Dienes stated that there was nothing more to report. Trustee Beil asked about the WIFI hotspots that the library purchased. Patrons without internet can check them out and they will be able to use the internet at home. Members of the Crete Woman's Club graciously donated money to pay for the hotspots.
- IX. Public Comment: There was no public comment.
- X. Community Outreach: The Crete Creative will have a new show coming soon.

XI. Other Board Reports:

A. Friends of the Crete Public Library: Due to the pandemic the Friends group have not met.

XII. Old Business: There was no old business.

XIII. New Business:

A. Library Financial Projection: The board reviewed the financial projection that Mr. Racklin developed.

B. FY2020 Levy Process: The board used the information from the financial projection to determine the rate to use for the FY2020 levy. Ms. Dienes will complete a draft of the FY2020 levy using 1.872. The board will review the levy draft next month.

C. Board Elections April 2021: There are 4 board member up for re-election in April 2021. Trustees Monks, Noble, Van Zyl & Williams will need to pick up an election packet if they wish to run for the library board in April 2021.

D. Adjournment: Motion to adjourn meeting at 7:15 p.m. by Brennan, second by Boehner. Motion passed. Ayes: Beil, Boehner, Brennan, Monks, Noble, Van Zyl & Williams. Nays: None.

Respectfully Submitted,
Judy Boehner, Secretary