



CRETE PUBLIC LIBRARY DISTRICT

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BOARD OF TRUSTEES MEETING

March 18th, 2026 – 6:30 P.M.

1. CALL TO ORDER

2. INTRODUCTION OF GUESTS

3. APPROVAL OF MINUTES

- a. Regular Board Meeting – February 18th, 2026
- b. Closed Session Meeting – February 18th, 2026

4. CORRESPONDENCE

5. FINANCE

- a. Approval of bills for payment (action item)
- b. Approval of Finance Report (action item)

6. BUILDING AND GROUNDS REPORT

7. REPORTS

- a. Staff reports
- b. Community outreach report
- c. Friends of the Crete Public Library report
- d. Crete Creative

8. OLD BUSINESS

- a. Discussion on logo redesign and potentials designs
- b. Statement of Economic Interest – deadline to file, May 1st, 2026
- c. ATLAS CE opportunity: 10am-12pm, Saturday, May 17th, 2026, Orland Park Public Library – *Director, Trustee Relations*
- d. LACONI Trustee Banquet: 6pm, Friday, April 17th, Nineteenth Century Club in Oak Park
- e. Discussion and consideration of contract for Executive Director (after closed session)

9. NEW BUSINESS

- a. Discussion on staffing updates and hiring plan moving forward
- b. Discussion of Director's FY 25-26 evaluation procedure

10. CLOSED SESSION

For the purpose of appointment, employment, compensation, discipline, performance or dismissal of specific personnel (5 ILCS 120/2c1).

11. ADJOURNMENT

To Wednesday, April 15th, 2026 at 6:30pm for regularly scheduled meeting.



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**CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF PUBLIC HEARING AND REGULAR MEETING
March 18th, 2026**

I. Call to Order:

Regular meeting called to order by President Williams at 6:30 p.m. Those in attendance: President Williams, Trustees Boehner, Brennan, Casserly, Monks, and Oliver. Also in attendance: Executive Director Sieffert, Assistant Director Amschl, and Business Manger VerHaar.

II. Introduction of Guests:

There were no guests

III. Approval of Minutes:

- A. Regular Board Meeting – February 18th, 2026: Motion to approve minutes of regular meeting by Monks, second by Boehner.

Motion passed.

Ayes: Boehner, Brennan, Casserly, Monks, Oliver, and Williams.

Nays: None.

Absent: Van Zyl.

- B. Closed session – February 18th, 2026: Motion to approve minutes of closed session by Oliver, second by Monks.

Motion passed.

Ayes: Boehner, Brennan, Casserly, Monks, Oliver, and Williams.

Nays: None.

Absent: Van Zyl.

IV. Correspondence:

No correspondence.

V. Finance:

- A. Approval of Bills for Payment: Motion to approve all bills as presented by Oliver, second by Boehner.

Motion passed on voice vote.

Ayes: Boehner, Brennan, Casserly, Monks, Oliver, and Williams.

Nays: None.

Absent: Van Zyl.

- B. Approval of Finance Report: Motion to approve finance report by Boehner, second by Oliver. The Library is about \$10,000 over budget in income, and 75% through the budget year. It is anticipated that The Library will be over budget in a few accounts, and due to a retirement will be under budget for salaries expense. Executive Director Sieffert has received the proof of the Tax Levy for the next fiscal year and it is being reviewed. Sieffert mentioned that the tax rate continues to decline while revenue increases. He explained that this is an ideal economic condition because the Equalized Assessed Value of property within the district is growing significantly.

Motion passed on voice vote.

Ayes: Boehner, Brennan, Casserly, Monks, Oliver, and Williams.

Nays: None.

Absent: Van Zyl.

VI. Building & Grounds Report:

Jennings Electric has finished the lighting in the Pavilion.

VII. Reports:

- A. Staff reports: Great as always.
- B. Friends of the Crete Public Library report: The Tiny Art Show Auction was a success. The annual book sale is coming up in April.
- C. Crete Creative Report: The next show is watercolor portraits, and due to some unforeseen circumstances, it needs to be curated differently.

VIII. Old Business:

- A. Discussion on logo redesign and potential designs: Executive Director Sieffert shared the presentation that the graphic designer presented. Sieffert also outlined The Library's goals and objectives for this project.
- B. Statement of Economic Interest – deadline to file, May 1st, 2026: The Board members that have not yet completed this will do so before the deadline.
- C. ATLAS CE opportunity: 10 a.m. – 12 p.m., Saturday, May 17th, Orland Park Public Library – *Director, Trustee Relations*: Dave will register any interested board member. Dave explained ATLAS to the new board member, Casserly.
- D. LACONI Trustee Banquet: 6 p.m., Friday, April 17th, Nineteenth Century Club in Oak Park: Dave will register any interested board member.
- E. Discussion and consideration of contract for Executive Director.

IX. Closed Session:

For the purpose of appointment, employment, compensation, discipline, performance or dismissal of specific personnel (5 ILCS 120/2c1). Motion to enter closed session at 7:13 p.m. by Casserly, second by Monks.

Motion passed.

Ayes: Boehner, Brennan, Casserly, Monks, Oliver, and Williams.

Nays: None.

Absent: Van Zyl.

The Board returned to regular session at 7:21 p.m.

X. New Business:

- A. Discussion on staffing updates and hiring plan moving forward: The Maintenance Coordinator has retired after 10 years, and the Patron Services Manager is retiring after 20 years. The Library Assistant has been promoted to the Patron Services position, and the Maintenance Coordinator position has been revamped and will be posted. The Youth Services Assistant is leaving to pursue his student teaching career, and the YS Aide has been promoted to the vacated position. The YS Aide position will be posted soon.
- B. Discussion of Director's FY 25-26 evaluation procedure: Williams informed the Board that at April's meeting, they will have the document for the Executive Director's Evaluation.

XI. Adjournment:

To Wednesday, April 15th, 2026 at 6:30 p.m. for regularly scheduled meeting. Motion to adjourn at 7:22 p.m. by Monks, second by Casserly.

Motion passed.

Ayes: Boehner, Brennan, Casserly, Monks, Oliver, and Williams.

Nays: None.

Absent: Van Zyl.

Respectfully Submitted,

Suzanne Oliver, Secretary



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**CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF CLOSED SESSION MEETING
March 18th, 2026**

I. Call to Order:

Closed session meeting called to order at 7:13 p.m. by Casserly, second by Monks. Those in attendance: President Williams, Trustees Boehner, Brennan, Casserly, Monks, and Oliver. Also in attendance: Executive Director Sieffert and Business Manager VerHaar

II. Discussion:

President Williams shared a draft contract with The Library's legal team. It has been reviewed a few times, but is still a draft.

III. Adjournment:

Motion to adjourn closed session at 7:21 p.m. by Brennan, second by Boehner.

Motion passed.

Ayes: Boehner, Brennan, Casserly, Monks, Oliver, and Williams.

Nays: None.

Absent: Van Zyl.

The meeting returned to regular session.

Respectfully Submitted,

Suzanne Oliver, Secretary