CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
May 18, 2016
7:30 p.m.

MEETING AGENDA

1. Call to order

2. Introduction of Guests/Visitors

3. Approval of Minutes
   - from April 20, 2016 Meeting (Action item)

4. Correspondence

5. Approval of Bills for Payment (Action item)

6. Financial Report for April 2016 (Action item)

7. Librarians' Reports

   Sharon Bonfiglio, Administrative Assistant

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. Window Replacement Project (Information item)
    B. Director Evaluation (Information item)

12. New Business

    A. FY2016/17 Budget & Appropriations/Budget (Ordinance 16-03 Draft) (Information item)
    B. FY2016/17 Meeting Dates & Times (Ordinance 16-04 Draft) (Information item)
    C. FY2016/17 Prevailing Wage (Ordinance 16-05 Draft) (Information item)
    D. FY2016/17 Non-Resident Cards (Ordinance 16-06 Draft) (Information item)

13. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
MAY 18, 2016

I. Call to order: Meeting called to order at 7:34 p.m. by President Warren. Those in attendance: President Warren, trustees: Boehner, Monks, Noble, Sizemore, Van Zyl & Wagner. Also in attendance: Executive Director Dienes, Assistant Director Amschl & Admin Asst. Bonfiglio. Motion to amend the agenda under old business, window replacement project (information item) change to (action item) by Sizemore, second by Van Zyl. Motion passed. Ayes: Boehner, Monks, Noble, Sizemore, Van Zyl & Wagner. Nays: none.

II. Introduction of guests/visitors: No guests or visitors.

III. Approval of Minutes: Motion to approve minutes of regular meeting of April 20, 2016 by Monks, second by Boehner. Motion passed. Ayes: Boehner, Monks, Noble, Sizemore, Van Zyl & Wagner. Nays: none.

IV. Correspondence: Multiple Thank You cards from the Coffee Connection students. They said "Thanks a Latte" for participating in the program.

V. Approval of Bills for Payment: Motion to approve all bills as presented by Noble, second by Wagner. Motion passed on voice vote. Ayes: Boehner, Monks, Noble, Sizemore, Van Zyl & Wagner. Nays: none.

VI. Financial report for April 2016: Treasurer Monks reported that expenditures are at 75%, below the expected 83% for this time of year.

VII. Librarian's report: Trustees Wagner & Monks shared what they learned at the recent trustee workshop. Information on FOIA requests & Open Meetings Act were the issues that were discussed. Ms. Bonfiglio showcased some of the hats she wears while working at the library.

VIII. Public comment: No public comment.

IX. Community Outreach: No community outreach.

X. Other board reports:

A. Friends of the Crete Public Library: The fall book sale is set for October 22nd.

B. Crete Library Foundation: The Foundation did not meet.

XI. Old Business:

A. Window replacement project (action item): The library received three proposals for the window replacement project. All three proposals included the same scope of work. After studying & discussing the proposals, the board narrowed the choices to the two companies that have worked with the library previously. Motion to accept proposal from JMA Architects by Monks, second by Wagner. Motion passed on voice vote. Ayes: Boehner, Monks, Noble, Sizemore, Van Zyl & Wagner. Nays: none.

B. Director Evaluation (information item): Ms. Dienes has provided a self-evaluation to the trustees. The trustees will need to complete an evaluation and send it to the committee by June 1, 2016. The committee, trustees Sizemore, Noble & Wagner will summarize the responses for the next board meeting.

XII. New business:

A. FY2016/17 Budget & Appropriations/Budget (Ordinance 16-03 Draft) (Information item): The board discussed the FY2016/17 Budget & Appropriations. There are no significant changes to the budget.

B. FY2016/17 Meeting Dates & Times (Ordinance 16-04 Draft) (Information item): The board decided to change the meeting time back to 7:00 p.m.

C. FY2016/17 Prevailing Wage (Ordinance 16-05 Draft) (Information item): The board agrees to pay the prevailing wage for any work performed at the library.

D. FY2016/17 Non-Resident Cards (Ordinance 16-06 Draft) (Information item): The board will offer non-resident cards according to the guidelines.

XIII. Adjournment: Motion to adjourn at 8:37 p.m. by Boehner, second by Monks. Motion passed. Ayes: Boehner, Monks, Noble, Sizemore, Van Zyl & Wagner. Nays: none.

Respectfully Submitted,
Georgia Sizemore, Secretary