

**CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
July 15, 2020
6:30 p.m.
Budget and Appropriations Hearing**

MEETING AGENDA

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes
 - a. June 17, 2020 Regular Board Meeting (Action item)
 - b. June 17, 2020 Closed Session (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for June 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
 - A. Approval of FY2020/21 Budget & Appropriations Ordinance 20-01 (Action item)
 - B. Director's Evaluation (Information item)
13. Closed Session to discuss *the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body. 5 ILCS 120/2(c)(1)*
14. New Business
 - A. Secretary's Audit Committee for Reviewing Minutes (Action item)
 - B. Review of Closed Session Minutes January 2020-June 2020 (Information item)

15. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
July 15, 2020

- I. Call to Order: Meeting called to order by President Monks at 6:35 p.m. Those in attendance: President Monks, Trustees: Beil, Boehner, Brennan, Noble & Williams. Absent: Van Zyl. 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. June 17, 2020 Regular Board Meeting: Motion to approve minutes of June 17, 2020 regular board meeting by Boehner, second by Brennan. Motion passed. Ayes: Beil, Boehner, Brennan, Monks, Noble & Williams. Nays: None.
 - B. June 17, 2020 Closed Session: Trustee Beil's name is incorrectly spelled. Motion to approve minutes of June 17, 2020 closed session by Williams, second by Beil. Motion passed. Ayes: Beil, Boehner, Brennan, Monks, Noble & Williams. Nays: None.
- IV. Correspondence: There was no correspondence.
- V. Approval of Bills for Payment: There was one additional bill for payment. A bill for SWAN in the amount of \$8658.50 for quarterly fees & a database. Motion to approve all bills as presented by Brennan, second by Boehner. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Monks, Noble & Williams. Nays: None.
- VI. Financial Report for June 2020: At the end of the fiscal year a few items were lower than expected due to the coronavirus. Many programs were cancelled. Motion to approve Financial Report for June 2020 by Beil, second by Boehner. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Monks, Noble & Williams. Nays: None.
- VII. Building & Grounds: The library added several precautions to make the building safe for staff & patrons to enter. The condensing unit still needs to be replaced. The library will go out for bid towards the end of the year.
- VIII. Librarian's Reports: This was the first week patrons were being allowed to browse in the library. Everything has gone well so far.
- IX. Public Comment: There was no public comment.
- X. Community Outreach: The Crete Creative will have a new exhibit in September.
- XI. Other Board Reports:
 - A. Friends of the Crete Public Library: The Friends have not been meeting. There is nothing to report.

XII. Old Business:

- A. Approval of FY2020/21 Budget & Appropriations Ordinance 20-01: Motion to approve FY2020/21 Budget & Appropriations Ordinance 20-01 by Brennan, second by Noble. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Monks, Noble & Williams. Nays: None.
- B. Director's Evaluation: The Executive Director received her evaluation and the board discussed the findings.

XIII. Closed Session to discuss *the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body*. 5 ILCS 120/2(c) (1): There was no closed session.

XIV. New Business:

- A. Secretary's Audit Committee for Reviewing Minutes: Trustees Noble & Williams will perform the audit this year. Starting this fiscal year the minutes will be checked each month instead of at the end of the fiscal year. Trustees Boehner & Monks will be in charge of the monthly audit.
- B. Review of Closed Session Minutes January 2020 – June 2020: There were no closed session minutes for that time frame.
- C. Adjournment: Motion to adjourn at 7:07 P.M. by Williams, second by Noble. Motion passed. Ayes: Beil, Boehner, Brennan, Monks, Noble & Williams. Nays: None.

Respectfully Submitted,
Judy Boehner, Secretary

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
BUDGET & APPROPRIATIONS HEARING
July 15, 2020

- I. The Budget and Appropriations hearing was called to order at 6:30 p.m. by President Monks. Those in attendance: President Monks, trustees Beil, Boehner, Brennan, Noble and Williams. Absent Van Zyl. Also in attendance: Executive Director Dienes, Asst. Director Amschl & Admin. Asst. Bonfiglio.
- II. FY2020/21 Budget & Appropriations Ordinance 20-01 of the Crete Public Library District in the amount of \$222800.00 was presented.
- III. No public in attendance or comments.
- IV. Motion to adjourn at 6:35 p.m. by Boehner, second by Noble. Ayes: Beil, Boehner, Brennan Monks, Noble and Williams. Nays: None

Respectfully Submitted,
Judy Boehner, Secretary