CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
March 17, 2021
6:30 p.m.

MEETING AGENDA

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes

   Regular Board Meeting, February 17, 2021 (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for February 2021 (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. Trustee Training Workshop (Information item)
    B. Approval of Revised Circulation Policy (Action item)
    C. Explanation of Statistics Kept (Information item)

14. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
MARCH 17, 2021

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, Oliver & Van Zyl. Absent: Williams. Also in attendance: Executive Director Dienes, Asst. Director Amschl & Admin. Asst. Bonfiglio.

II. Introduction of Guests/Visitors: There were no guests or visitors.

III. Approval of Minutes:

A. Regular Board Meeting February 17, 2021: Motion to approve minutes of regular board meeting of February 17, 2021 by Boehner, second by Van Zyl. Motion passed. Ayes: Beil, Boehner, Brennan, Monks, Oliver & Van Zyl. Nays: None.

IV. Correspondence: There was no correspondence.

V. Approval of Bills for Payment: Trustee Beil asked about the payment to Heritage Technology which was higher than usual. It was for a combination of several licenses, some hardware and the quarterly payment. Motion to approve all bills for payment by Brennan, second by Oliver. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Monks, Oliver & Van Zyl. Nays: None.

VI. Financial Report for February 2021: Treasurer Van Zyl reported that expenses were lower than expected for the year. Motion to approve Financial Reports for February 2021 by Beil, second by Boehner. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Monks, Oliver & Van Zyl. Nays: None.

VII. Building & Grounds: Work on the new condensing unit will start this Friday. They will remove any Freon from the old unit. The old unit will be removed by crane Monday and the new unit will be put in place. The library will be without heat or air conditioning until about Wednesday.

VIII. Librarian's Report: There was nothing to add.

IX. Public Comment: There was no public comment.

X. Community Outreach: Trustee Brennan reported that there is a new show at the Crete Creative.

XI. Other Board Reports:

A. Friends of the Crete Public Library: The Friends did not meet but have agreed to pay for some new shelving in Youth Services. The Friends will have a booth at the Garden Walk this summer.

XII. Old Business:

XIII. New Business:

A. Trustee Training Workshop: The workshop will be conducted via Zoom. It will feature a mock board meeting to show all the dos & don'ts of a good board meeting.

B. Approval of Revised Circulation Policy: Since the board approved going Fine Free last month, the circulation policy needed to be revised. Motion to approve the Revised Circulation Policy by Van Zyl, second by Oliver. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Monks, Oliver & Van Zyl. Nays: None.

C. Explanation of Statistics Kept: The library must keep track of certain statistics in order to complete the annual IPLAR (Illinois Public Library Annual Report). By reconfiguring the monthly statistics report many of the amounts can be more easily accessed for the annual report.

XIV. Adjournment: Motion to adjourn at 6:53 p.m. by Van Zyl, second by Beil. Motion passed. Ayes: Beil, Boehner, Brennan, Monks, Oliver & Van Zyl. Nays: None.

Respectfully Submitted,
Judy Boehner, Secretary