



# CRETE PUBLIC LIBRARY DISTRICT

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1177 N. Main St. | Crete, IL 60417 | 708.672.8017

## **BOARD OF TRUSTEES MEETING**

**March 16<sup>th</sup>, 2021**

**6:30 P.M.**

### **MEETING AGENDA**

1. CALL TO ORDER
2. INTRODUCTION OF GUESTS
3. HEARING OF DELEGATIONS
4. APPROVAL OF MINUTES
  - a. Regular Board Meeting - February 16<sup>th</sup>, 2022
5. CORRESPONDENCE
6. FINANCE
  - a. Approval of bills for payment (action item)
  - b. Approval of Finance Report (action item)
7. BUILDING AND GROUNDS REPORT
  - a. HVAC issues and Johnson Controls update
8. REPORTS
  - a. Staff reports
  - b. Community outreach report
  - c. Friends of the Crete Public Library report
9. OLD BUSINESS
10. NEW BUSINESS
  - a. Updated whistleblower policy (action item)
  - b. Approval of new Wintrust/Old Plank Trail online treasury account services (action item)
  - c. Trustee workshop, Saturday, May 21<sup>st</sup>, Alsip-Merrionette Park Public Library
11. CLOSED SESSION

For the purpose of appointment, employment, compensation, discipline, performance or dismissal of specific personnel or pending or probably litigation against, affecting or on behalf of the public body (5 ILCS 120/2c1).
12. ADJOURNMENT

To April 20<sup>th</sup> at 6:30 P.M. for regularly scheduled meeting



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## BOARD OF TRUSTEES MINUTES OF REGULAR MEETING March 16, 2022

- I. **CALL TO ORDER:** Meeting called to order by President Van Zyl at 6:33 p.m. Those in attendance: President Van Zyl, trustees Beil, Boehner, Brennan, Oliver & Williams. Absent: Monks. Also in attendance: Executive Director Sieffert & Admin Asst. Bonfiglio.
- II. **INTRODUCTION OF GUESTS:** There were no guests.
- III. **HEARING OF DELEGATIONS:** There were no delegations.
- IV. **APPROVAL OF MINUTES:**
  - A. Regular Board Meeting – February 16, 2022: Motion to approve minutes of regular board meeting of February 16, 2022 by Boehner, second by Oliver. Motion passed. Ayes: Beil, Boehner, Brennan, Oliver, & Williams. Nays: None.
- V. **CORRESPONDENCE:** There was no correspondence.
- VI. **FINANCE:**
  - A. Approval of bills for payment: Motion to approve all bills for payment by Williams, second by Boehner. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Oliver, & Williams. Nays: None.
  - B. Approval of Finance Report: Treasurer Beil reported that income has exceeded expected amounts and expenses are lower than expected for the fiscal year. Motion to approve Finance Report by Williams, second by Boehner. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Oliver, & Williams. Nays: None.
- VII. **BUILDING AND GROUNDS REPORT:**
  - A. HVAC issues and Johnson Control update: Dampers still need to be replaced. Arctic Engineering will submit a proposal for ionization kits for the system. Johnson Control has offered a maintenance contract. The Executive Director will meet with Johnson Control to review what the contract would cover.
- VIII. **REPORTS:**

- A. Staff Reports: Director Sieffert would like to add reports from all departments and highlight different aspects of the library.
- B. Community Outreach Report: Crete Creative has added an outdoor sculpture. Guided tours of the sculpture park at GSU will be available. The Crete Womans Club has started an initiative to have orchestras in the school.
- C. Friends of the Crete Public Library Report: The Friends will meet in person next week. The membership drive is going well.

**IX. OLD BUSINESS:**

**X. NEW BUSINESS:**

- A. Updated Whistleblower Policy: Motion to approve updated whistleblower policy by Brennan, second by Beil. Motion passed. Ayes: Beil, Boehner, Brennan, Oliver, & Williams. Nays: None.
- B. Approval of new Wintrust/Old Plank Trail online treasury account services: This will allow the Executive Director access to online banking. Motion to approve new Wintrust/Old Plank Trail online treasury account services by Williams, second by Brennan. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Oliver, & Williams. Nays: None.
- C. Trustee Workshop, Saturday May 21<sup>st</sup>, Alsip-Merrionette Park Public Library. More details about the workshop will be available soon.

**XI. CLOSED SESSION:**

For the purpose of appointment, employment, compensation, discipline, performance or dismissal of specific personnel, or pending or probably litigation against, affecting or on behalf of the public body (5 ILCS 120/2c1): The board did not go into closed session.

**XII. ADJOURNMENT:**

To April 20<sup>th</sup> at 6:30 P.M. for regularly scheduled meeting. Motion to adjourn meeting at 7:03 P.M. by Boehner, second by Beil. Motion passed. Ayes: Beil, Boehner, Brennan, Oliver, & Williams. Nays: None.

Respectfully Submitted,  
Judi Boehner, Secretary