



CRETE PUBLIC LIBRARY DISTRICT

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BOARD OF TRUSTEES MEETING

July 20th, 2022 – 6:30 P.M.

MEETING AGENDA

1. PUBLIC HEARING

- a. Open public hearing
- b. Certification of Public Notices
 - i. Board approved Tentative Budget and Appropriation – Wednesday, June 15th, 2022
 - ii. Legal notice published in the local paper – Thursday, June 16th, 2022
- c. Presentation of Annual Budget and Appropriation – Ordinance No. 22-03
- d. Public comment
- e. Close public hearing

2. CALL TO ORDER

3. INTRODUCTION OF GUESTS

4. HEARING OF DELEGATIONS

5. APPROVAL OF MINUTES

- a. Regular Board Meeting – June 15th, 2022

6. CORRESPONDENCE

7. FINANCE

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

8. BUILDING AND GROUNDS REPORT

9. REPORTS

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

10. OLD BUSINESS

- a. Approval of Ordinance No. 22-03 - Providing for Budget and Appropriations of Crete Public Library District, Will County, Illinois for the Fiscal Year Beginning July 1, 2022 and Ending June 30, 2023
- b. Special meeting – Director evaluation training, Saturday, July 23rd, 10am

11. NEW BUSINESS

- a. Status of grant applications and opportunities
- b. *Toast to Crete* event upcoming
- c. Secretary's audit committee

12. CLOSED SESSION

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

13. ADJOURNMENT

To Saturday, July 23rd, 2022 at 10am for special scheduled meeting



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BOARD OF TRUSTEES
MINUTES OF PUBLIC HEARING MEETING
July 20, 2022

- I. Public Hearing:
 - A. Open public hearing: Hearing opened at 6:30 p.m. Those in attendance: President Van Zyl, Trustees: Beil, Boehner, Brennan, Monks, Oliver & Williams. Also in attendance: Executive Director Sieffert, Asst. Administrator Amschl & Business Manager Bonfiglio.
 - B. Certification of Public Notices
 - i. Board approved Tentative Budget and Appropriation – Wednesday, June 15th, 2022
 - ii. Legal notice published in the local paper – Thursday, June 16th, 2022
 - C. Presentation of Annual Budget and Appropriation – Ordinance No. 22-03
 - D. Public Comment: There was no public comment.
 - E. Close public hearing: The hearing was closed at 6:33 p.m.

Respectfully Submitted,
Judi Boehner, Secretary



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BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
July 20, 2022

- I. Call to Order: The meeting was called to order at 6:33 p.m. by President Van Zyl. Those in attendance: President Van Zyl, trustees: Beil, Boehner, Brennan, Monks, Oliver & Williams. Also in attendance: Executive Director Sieffert, Asst. Administrator Amschl & Business Manager 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 June 15th, 2022: Motion to approve minutes of regular board meeting June 15, 2022 by Monks, second by Boehner. Motion passed. Ayes: Beil, Boehner, Brennan, Monks, Oliver & Williams. Nays: None.
- V. Correspondence: There was no correspondence.
- VI. Finance:
 - A. Approval of bills for payment: There was one additional bill for payment. Dieters & Todd in the amount of \$400.00 for the upcoming trustee workshop. Motion to approve all bills as presented by Boehner, second by Oliver. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Monks, Oliver & Williams. Nays: None.
 - B. Approval of Finance Report: Treasurer Beil reported that this was the final report for the fiscal year. Income was higher than expected and expenses were lower. Motion to approve Finance Report by Oliver, second by Monks. Motion passed on voice vote. Ayes: Beil, Boehner, Brennan, Monks, Oliver & Williams. Nays: None.
- VII. Building & Grounds Report: The building needs some of the tuck pointing repaired before the exterior painting can be completed. The air purifiers have been installed, the dampers are still on hold. JMA Architects should be sending roofing samples soon. The library has had a lot of issues with Comcast lately. Fiber may be an option for a better connection.
- VIII. Reports:
 - A. Staff reports: There was nothing to add.
 - B. Community outreach report: Crete Creative will have an exhibit on Surrealism coming soon.
 - C. Friends of the Crete Public Library report: The Friends have had several fundraisers recently. The Brian Freeze event brought in \$150.00 and the Garden Walk book sale netted \$163.00. The Quilt raffle has sold \$218.00 during the month of June.
- IX. Old Business:

- A. Approval of Ordinance No. 22-03 – Providing for Budget and Appropriations of Crete Public Library District, Will County, Illinois for the Fiscal Year Beginning July 1, 2022 and Ending June 30, 2023: Motion to approve Ordinance No. 22-03 – Providing for Budget and Appropriations of Crete Public Library District, Will County, Illinois for the Fiscal Year Beginning July 1, 2022 and Ending June 30, 2023 by Monks, second by Beil. Motion passed on voice vote. . Ayes: Beil, Boehner, Brennan, Monks, Oliver & Williams. Nays: None.
 - B. Special meeting – Director evaluation training Saturday, July 23rd, 2023, 10am: The board will meet with Deiters & Todd to learn effective evaluation techniques.
- X. New Business:
- A. Status of grant applications and opportunities: The library did not receive the international solar grant but is looking into ARPA funds which may help to pay for recent HVAC upgrades.
 - B. *Toast to Crete* event upcoming: The library will meet with other local taxing bodies for networking and drinks on September 15, 2022.
 - C. Secretary’s audit committee: Several trustees will review the minutes before the board meeting next month.
- XI. Closed Session:
- For the purpose of appointment, employment, compensation, discipline, performance or dismissal of specific personnel (5 ILCS 120/2c1): The board did not go into closed session.
- XII. Adjournment:
- To Saturday, July 23, 2022 at 10am for special scheduled meeting. The meeting adjourned at 7:00 pm.

Respectfully Submitted,
Judi Boehner, Secretary