



CRETE PUBLIC LIBRARY DISTRICT

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BOARD OF TRUSTEES MEETING

July 26th, 2023 – 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 21st, 2023
 - ii. Legal notice published in the local paper – Thursday, June 22nd, 2023
- c. Presentation of Annual Budget and Appropriation – Ordinance No. 23-03
- 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 21st, 2023

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. Statistics
- c. Community outreach report
- d. Friends of the Crete Public Library report

10. NEW BUSINESS

- a. Township Community Center discussion
- b. Health insurance and liability insurance discussion

11. OLD BUSINESS

- a. Ordinance No. 23-03 - Providing for Budget and Appropriations of Crete Public Library District, Will County, Illinois for the Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024
- b. Resolution 23-02 - Resolution authorizing execution of intergovernmental agreement
- c. Approval of Intergovernmental agreement between the Crete Public Library and the Village of Crete, Crete Township, and Crete Park District for participation in Crete Country Christmas
- d. Outdoor programming pavilion and community garden update
- e. Community survey update

12. CLOSED SESSION

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

13. ADJOURNMENT

To Wednesday, August 16th, 2023 at 10am for regularly scheduled meeting



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**CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF PUBLIC HEARING AND REGULAR MEETING
July 26, 2023**

I. PUBLIC HEARING

A. Open Public Hearing: Public hearing was opened at 6:30 p.m. by President Van Zyl. Those in attendance: President Van Zyl, trustees: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Also in attendance: Executive Director Sieffert, Asst. Director Amschl & Business Mgr. Bonfiglio.

B. Certification of Public Notices

1. Board approved Tentative Budget and Appropriation –Wednesday, June 21, 2023
2. Legal notice published in the local paper – Thursday, June 22, 2023

C. Presentation of Annual Budget and Appropriation – Ordinance No. 23-03

D. Public Comment: There was no public comment.

E. Close Public Hearing: The public hearing was closed at 6:35 p.m.

II. Call to Order: Regular meeting called to order by President Van Zyl at 6:35. Those in attendance: President Van Zyl, trustees: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Also in attendance: Executive Director Sieffert, Asst. Director Amschl & Business Mgr. Bonfiglio.

III. Introduction of Guests: Mike Liccar Crete Township Supervisor.

IV. Hearing of Delegations: There were no delegations.

V. Approval of Minutes

A. Regular Board Meeting – June 21, 2023: Motion to approve minutes of regular board meeting – June 21, 2023 by Brennan, second by Monks. Motion passed. Ayes: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Nays: None.

VI. Correspondence: There was no correspondence.

VII. Finance:

- A. Approval of bills for payment: Motion to approve all bills for payment by Monks, second by Williams. Motion passed on voice vote. Ayes: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Nays: None.
- B. Approval of finance report: Motion to approve finance report by Boehner, second by Oliver. Motion passed on voice vote. Ayes: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Nays: None.

VIII. Building & Grounds report: This time of year the landscaping company trims and cleans up the grounds.

IX. Reports:

- A. Staff reports: There was nothing to add.
- B. Statistics: The current numbers are nearly back to pre-covid amounts.
- C. Community Outreach: The new principle at Crete Elementary meet with some staff to go over plans to partner with the library during the upcoming school year.
- D. Friends of the Crete Public Library report: The Friends did not meet.

X. New Business:

- A. Township Community Center discussion: Mr. Liccar presented the board with a proposal concerning a new township community center. The board had some questions for Mr. Liccar and the library's role in the proposal. After Mr. Liccar left the board discussed the proposal and felt that more information was needed. The board asked Executive Director Sieffert to contact Mr. Liccar with their decision.
- B. Health Insurance and liability insurance discussion: Executive Director Sieffert reported that the library is looking into health insurance for the library employees. He also mentioned that he attended a recent meeting concerning the liability insurance that the library carries. They are expecting those costs to increase in the next year.

XI. New Business:

- A. Ordinance No. 23-03 – Providing for Budget and Appropriations of Crete Public Library District, Will County, Illinois for the Fiscal Year Beginning July 1, 2023 and Ending June 31, 2024. Motion to approve Ordinance No. 23-03 - Providing for Budget and Appropriations of Crete Public Library District, Will County, Illinois for the Fiscal Year Beginning July 1, 2023 and Ending June 31, 2024 by Williams, second by Oliver. Motion passed on voice vote. Ayes: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Nays: None.

- B. Resolution 23-02 – Resolution authorizing execution of intergovernmental agreement: Motion to approve Resolution 23-02 – Resolution authorizing execution of intergovernmental agreement by McKethen, second by Boehner. Motion passed. Ayes: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Nays: None.
- C. Approval of Intergovernmental Agreement between Crete Public Library District and the Village of Crete, Crete Township, and Crete Park District for participation in Crete Country Christmas: Motion to approve Intergovernmental Agreement between Crete Public Library District and the Village of Crete, Crete Township, and Crete Park District for participation in Crete Country Christmas by Oliver, second by Williams. Motion passed. Ayes: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Nays: None.
- D. Outdoor programming pavilion and community garden space: The revised bid has gone out and the second time around the bids should be more reasonable.
- E. Community survey update: The survey has been closed and some of the results have been tabulated. Most of the responses so far have been positive with regards to the library. Once the survey results are totally completed, the library can make some changes based on the responses.

XII. 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.

XIII. Adjournment:

To Wednesday, August 16, 2023 at 6:30 p.m. for regular scheduled meeting. The meeting adjourned at 8:15 p.m.

Respectfully Submitted,
Suzanne Oliver, Secretary