



CRETE PUBLIC LIBRARY DISTRICT

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

BOARD OF TRUSTEES MEETING

October 18th, 2023 – 6:30 P.M.

MEETING AGENDA

- 1. CALL TO ORDER**
- 2. INTRODUCTION OF GUESTS**
- 3. APPROVAL OF MINUTES**
 - a. Regular Board Meeting – September 20th, 2023
 - b. Closed Meeting Minutes – September 20th, 2023
- 4. CORRESPONDENCE**
- 5. FINANCE**
 - a. Approval of bills for payment (action item)
 - b. Approval of Finance Report (action item)
- 6. BUILDING AND GROUNDS REPORT**
- 7. REPORTS**
 - a. Staff reports
 - b. Community outreach report
 - c. Friends of the Crete Public Library report
- 8. OLD BUSINESS**
 - a. Outdoor Pavilion and Community Garden Update
 - b. Technology and staffing updates
 - c. Community Survey Final Report Discussion
 - d. 2023 Staff In-Service Day Update
- 9. NEW BUSINESS**
 - a. Programming Highlights: I Read Dead People, Garage Sale Days, StoryWalk Ribbon Cutting
 - b. Approval of the FY2023 draft levy ordinance (action item)
 - c. Resolution #23-03 - Administrative Changes to LIMRICC (action item)
 - d. Resolution #23-03 - Substantive Changes to LIMRICC (action item)
- 10. CLOSED SESSION**

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

To Wednesday, November 15th, 2022 at 6:30pm for Decennial Committee meeting, Public Hearing, and regularly scheduled meeting.



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**CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
OCTOBER 18, 2023**

- I. Call to Order: Meeting called to order President Van Zyl at 6:32 p.m. Those in attendance: President Van Zyl, trustees Boehner, Brennan, McKethen, Monks, Oliver & Williams. Also in attendance: Executive Director Sieffert, Asst. Director Amschl and Business Mgr. Bonfiglio.
- II. Introduction of Guests: There were no guests.
- III. Approval of Minutes:
 - A. Regular Board Minutes – September 20, 2023: Motion to approve minutes of September 20, 2023 by Boehner, second by McKethen. Motion passed. Ayes: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Nays: None.
 - B. Closed Meeting Minutes – September 20, 2023: Motion to approve minutes of closed session meeting September 20, 2023 by McKethen, second by Monks. Ayes: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Nays: None.
- IV. Correspondence: There was no correspondence.
- V. Finance;
 - A. Approval of Bills for Payment: Motion to approve all bills as presented by McKethen, second by Oliver. Motion passed on voice vote. Ayes: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Nays: None.
 - B. Approval of Finance Report: Motion to approve financial report by Oliver, second by Monks. Motion passed on voice vote. Ayes: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Nays: None.
- VI. Building & Grounds Report: The elevator needed to be serviced after it malfunctioned.
- VII. Reports:
 - A. Staff Reports: There are plans in the works for memorials for two former staff members.

- B. Community Outreach report: There will be a special township meeting concerning plans for a community center. The storywalk ribbon cutting took place and is officially open. The annual house walk is set for December 1st.
- C. Friends of the Crete Public Library report: The Friends elected a new President Stephen Poku. The Friends will contribute towards the memorial for Ellen Herrmann.

VIII. Old Business:

- A. Outdoor Pavilion and Community Garden Update: The project is progressing and is on track to be completed around Thanksgiving.
- B. Technology and Staffing updates: The library's in-house IT person has resigned and it has been decided that instead of replacing them with a staff member, the library plans to hire an IT company that will work with an independent contractor.
- C. Community Survey Final Report Discussion: Overall the responses concerning the library were very favorable. The library will use the results to update their strategic plan.
- D. 2023 Staff In-Service Day update: This year instead of a continuing education day the staff would like to participate in some team building exercises.

IX. New Business:

- A. Programming Highlights: I Read Dead People, Garage Sale Days, Storywalk Ribbon Cutting: The library will have an after- hours adult program featuring staff as popular deceased authors. The garage sale days were popular here at the library especially since the weather was not the best for outdoor activities.
- B. Approval of the FY2023 draft levy ordinance: Motion to approve FY2023 draft levy ordinance by Boehner, second by McKethen. Motion passed on voice vote. Ayes: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Nays: None.
- C. Resolution #23-03 – Administrative Changes to LIMRiCC: Motion to approve resolution #23-03 by Monks, second by Oliver. Motion passed. Ayes: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Nays: None.
- D. Resolution #23-04 – Substantive Changes to LIMRiCC: Motion to approve resolution #23-04 by Oliver, second by Boehner. Motion passed. Ayes: Boehner, Brennan, McKethen, Monks, Oliver & Williams. Nays: None.

X. Closed Session:

For the purpose of appointment, employment, compensation, discipline, performance or dismissal of specific personnel (5ILCS 120/2c1): The board did not go into closed session.

XI. Adjournment:

To Wednesday, November 15, 2023 at 6:00 p.m. for Decennial Committee meeting, public hearing and regularly scheduled meeting. Motion to adjourn by Bohner, second by Monks. The meeting adjourned at 7:20 p.m.

Respectfully Submitted,
Suzanne Oliver, Secretary