



CRETE PUBLIC LIBRARY DISTRICT

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BOARD OF TRUSTEES MEETING July 17th, 2024 – 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 – June 19th, 2024
- b. Closed Meeting Minutes – June 19th, 2024

5. CORRESPONDENCE

6. FINANCE

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

7. BUILDING AND GROUNDS REPORT

Update on Crete Creative sculpture + additional concrete work

8. REPORTS

- a. Staff reports
- b. Statistics
- c. Community outreach report

9. NEW BUSINESS

- a. April 1st, 2024 Consolidated Election and Library seats up for election
- b. Technology and internet speed updates
- c. Peace Pole and Library display space discussion
- d. Anti-Bullying Policy (action item)
- e. Updated Paid Holiday Policy (action item)

10. OLD BUSINESS

- a. Budget and Appropriation hearing discussion

b. Community Garden update

11. CLOSED SESSION

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

12. ADJOURNMENT

To Wednesday, August 21st, 2025 at 10am for Budget and Appropriation Hearing and regularly scheduled meeting



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BOARD OF TRUSTEES MEETING

July 17th, 2024 – 6:30 P.M.

MEETING AGENDA

1. CALL TO ORDER: Meeting called to order at 6:37 P.M. by Trustee Williams

Those in attendance: President Van Zyl, Trustees: Bohner, Brennan, Monks and Williams. Executive Director Dave Sieffert, Asst. Director Amschl, and Business Manager VerHaar.

Absent: Trustees: Oliver and McKethen.

2. INTRODUCTION OF GUESTS: There were no guests.

3. HEARING OF DELEGATIONS

4. APPROVAL OF MINUTES

a. Regular Board Meeting – June 19th, 2024: Motion made by Monks, second by Bohner, to approve the minutes of the regular board meeting on June 19th 2024 as circulated. Motion carried.

Ayes: Van Zyl, Bohner, Brennan, Monks, Williams.

Nays: None.

b. Closed Meeting Minutes – June 19th, 2024: Motion made by Brennan, second by Monks, to approve the minutes of the closed board meeting session on June 19th 2024 as circulated. Motion carried.

Ayes: Van Zyl, Bohner, Brennan, Monks, Williams.

Nays: None.

5. CORRESPONDENCE: None.

6. FINANCE

a. Approval of bills for payment: Motion made by Monks, second by Bohner to approve the payment of the bills as presented for the month of July, 2024. Motion carried by voice vote.

Ayes: Van Zyl, Bohner, Brennan, Monks, Williams.

Nays: None.

b. Approval of Finance Report: Motion made by Bohner, second by Monks to approve the financial report as presented. Motion carried by voice vote.

Ayes: Van Zyl, Bohner, Brennan, Monks, Williams.

Nays: None.

7. BUILDING AND GROUNDS REPORT

Update on Crete Creative sculpture + additional concrete work: Discussed the Crete Creative sculpture and how it would be set in front of the library. Also discussed the quotes received from the landscaper. There will be a 6 inch concrete pad poured and the sculpture will point at an angle towards the funeral home across the street.

8. REPORTS

a. Staff reports: Everyone loves the Summer Reading Program decorations, President Van Zyl mentioned that patrons have been stopping her to tell her how much they love them! The Summer reading program is going great and it has been a lot of fun for everyone.

b. Statistics: None.

c. Community outreach report: It was reported that the recent garden walk was highly successful, with 294 tickets sold. Many attendees from the Christmas walk were noted to have participated in this event. Plans are underway to expand next year's garden walk by adding new gardens to the itinerary. Crete Creative is excited to announce a new exhibit featuring ceramic art, specifically created for this occasion. The exhibit will open on August 3rd, 2024. Management is ensuring that staff is knowledgeable on Crete Creative happenings and leading interested patrons upstairs to view the exhibits. There was discussion about adding a dedicated Crete Creative section to the library's website and updating the signage outside of the library. It was proposed to feature two display cabinets—one for the Historical Society and one for Crete Creative. Further consideration is needed regarding the placement of these cabinets.

9. NEW BUSINESS

a. April 1st, 2024 Consolidated Election and Library seats up for election: Incumbents Van Zyl, Monks, Oliver, and Williams have confirmed their intent to seek reelection. Petition packets for candidacy will be available starting August 20th. The park focus group suggested offering a class on local office candidacy to broaden community involvement. There is a strong emphasis on engaging young individuals in local politics and encouraging diverse candidates across age, gender, and background. This discussion also acknowledged the Crete Library's regional popularity in attracting patrons from diverse areas, highlighting its significant community impact.

b. Technology and internet speed updates: It was highlighted that there have been challenges with video calls and patron connectivity due to slow internet speeds. Anthony (IT) and Director Sieffert determined that the access points were unbalanced. This issue has since been addressed and adjusted. Considering the large size of the building, Patrons would benefit from an internet speed increase. Business Manager VerHaar initiated discussions with Comcast to explore pricing options, and the decision has been made to move away from Heritage Technology and invest slightly more funds to enhance the patron experience. The team is currently awaiting the finalization of the contract with Comcast.

c. [Peace Pole and Library display space discussion](#). Director Sieffert brought forward a request for the library to install a peace pole. After deliberation, it was decided that the butterfly garden would be a more suitable location for the Peace Pole. The decision has been entrusted to The Crete Women's Club to determine if they

would like to display the piece in the garden.

d. Anti-Bullying Policy: Introduced the proposed Anti-bullying policy for discussion. Implementing an anti-bullying policy was agreed upon as beneficial for both staff and patrons.

Motion made by Brennan, second by Monks to approve the Anti-bullying policy as presented. Motion carried by voice vote.

Ayes: Van Zyl, Boehner, Brennan, Monks, Williams.

Nays: None.

e. Updated Paid Holiday Policy: Introduced the proposed updated paid holiday policy for discussion. Motion made by Brennan, second by Williams to approve the updated paid holiday policy as presented.

Ayes: Van Zyl, Boehner, Brennan, Monks, Williams.

Nays: None.

10. OLD BUSINESS

a. Budget and Appropriation hearing discussion: It was identified that there are conflicting statutes regarding publication requirements. Legal counsel recommended republishing the budget within the quarter following the fiscal year.

b. Community Garden update: The community garden is locked around 5 o'clock every evening. The main focus of the discussion was on enhancing garden care knowledge among participants. Ideas included introducing an introductory gardening class tailored to local conditions to better equip gardeners for next year. Organizing fall gardening programs to further support participants throughout the seasons was touched on. Brennan suggested the development of a planting calendar to guide gardeners on when to plant different crops. There was also a discussion on educating participants about weed management through dedicated classes. Additionally, the discussion explored the possibility of establishing an online forum to facilitate ongoing support for gardeners, particularly when they are unable to tend to their gardens. Infrastructure improvements such as installing hoses and expanding garden walkways were also suggested. Lastly, plans were briefly discussed for a memorial bench in honor of Diane Smith and a memorial tree for Emily Moore.

11. CLOSED SESSION

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12. ADJOURNMENT

To Wednesday, August 21st, 2025 at 6:30 P.M. for Budget and Appropriation Hearing and regularly scheduled meeting. Motion to adjourn at 7:51 by Monks, second by Boehner Motion carried.

Ayes: Van Zyl, Boehner, Brennan, Monks, Williams.

Nays: None.

Respectfully Submitted,
Suzanne Oliver, Secretary