

**CRETE PUBLIC LIBRARY BOARD OF TRUSTEES
BOARD MEETING**

**January 21, 2015
7:00 p.m.**

MEETING AGENDA

1. Call to order
2. Swearing in of new trustees
3. Minutes
 - Minutes of the Levy Hearing November 19, 2014
 - Minutes of the Regular Meeting November 19, 2014
4. Correspondence
5. Bills for payment
6. Financial Report
7. Librarian's Report
8. Public Comment
9. Community Outreach
10. Other reports
 - A. Friends of the Crete Public Library
 - B. Crete Library Foundation
11. Old Business
 - A. Minimum Wage update & impact
12. New Business
 - A. Premium Only Plan Amendment Resolution 15-01
 - B. Review of 2014 closed meeting sessions
 - C. Tuition reimbursement requests
13. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF
January 21, 2015

- I. Call to order: Meeting called to order by Vice-President Boehner at 7:02 p.m. Those in attendance: Vice-President Boehner, board members: Monks, Noble, Sizemore & Warren. Also in attendance: Head of Adult Services, Amschl, Admin. Asst. Bonfiglio & Rhonda Russell-Henderson.
- II. Swearing in of new trustee: Rhonda Russell-Henderson was sworn in.
- III. Minutes: Motion to approve minutes of November 19, 2014 levy hearing by Noble, second by Sizemore. Motion to approve minutes of November 19, 2014 regular meeting by Sizemore, second by Noble. Both motions passed. Ayes: Monks, Noble, Russell-Henderson, Sizemore & Warren. Nays: None.
- IV. Correspondence: Thank you cards from various staff for holiday gift. Letter from Secretary of State awarding the FY2015 Per Capita Grant. Thank you letter from the Crete Pantry for the food & money donations.
- V. Bills for payment: No additional bills for payment. Motion to approve all bills as presented by Monks, second by Sizemore. Motion passed on voice vote. Ayes: Monks, Noble, Russell-Henderson, Sizemore & Warren. Nays: None.
- VI. Financial report: Treasurer Warren reported that expenses were below expected for the first six months of the fiscal year.
- VII. Librarian's report: Ms. Amschl briefed the board on the SWAN migration progress. She also mentioned that due to budget cuts at the IRS, the library will only receive the basic tax forms and no instruction booklets this year. The library will assist patrons with printing out forms from the internet. The library has welcomed three new staff members & they are settling in nicely.
- VIII. Public comment: No public comment.
- IX. Community outreach: Community outreach was suspended during the holiday season.
- X. Other reports:
 - A. Friends of the Crete Public Library: The Friends will meet next week.
 - B. Crete Library Foundation: The Foundation will meet in February.

XI. Old business:

- A. Minimum Wage update & impact: The board discussed increasing salaries to reflect the possible increase in minimum wage. The increase would insure compliance if the increase takes place & library salaries could become more competitive. The board had a few more questions and will discuss the issue again at the next meeting.

XII. New business:

- A. Premium Only Plan Amendment Resolution 15-01: The IRS has issued some rule changes that require the library to approve a special amendment. Motion to approve Premium Only Plan Amendment Resolution 15-01 by Monks, second by Warren. Motion passed. Ayes: Monks, Noble, Russell-Henderson, Sizemore & Warren. Nays: None.
- B. Review of 2014 closed meeting sessions: There were two closed meeting sessions in 2014; both concerned the administrator's annual review. Motion to keep meeting sessions closed by Monks, second by Sizemore. Motion passed. Ayes: Monks, Noble, Russell-Henderson, Sizemore & Warren. Nays: None.
- C. Tuition Reimbursement Requests: Staff members Michelle Madison & Daniel Witvoet have submitted tuition reimbursement requests for the semester. Motion to approve tuition reimbursement requests per the policy by Sizemore, second by Monks. Motion passed on voice vote. Ayes: Monks, Noble, Russell-Henderson, Sizemore & Warren. Nays: None.

- XIII. Adjournment: Motion to adjourn at 7:40 p.m. by Warren, second by Russell-Henderson. Motion passed. Ayes: Monks, Noble, Russell-Henderson, Sizemore & Warren. Nays: None.

Respectfully Submitted,
Georgia Sizemore, Secretary