

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

March 15, 2017

7:00 p.m.

MEETING AGENDA

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes
 - Special Board Meeting, March 1, 2017 (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for February 2017 (Action item)
7. Librarians' Reports
8. Public Comment
9. Community Outreach
10. Other Board Reports
 - A. Friends of the Crete Public Library
 - B. Crete Library Foundation
11. Old Business
 - A. Transfer of Surplus Funds FY2015/16 Resolution 17-02 (Action item)
 - B. Board of Trustees By-laws Review (Information item)
12. New Business
13. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
March 15, 2017

- I. Call to order: Meeting called to order by President Warren at 7:05 p.m. Those in attendance: President Warren, trustees: Monks, Noble, Sizemore & Wagner. Also in attendance: Executive Director Dienes, Asst. Director Amschl & Admin. Asst. Bonfiglio.
- II. Introduction of guests/visitors: Visitor Debbie Weishaar attended the meeting.
- III. Approval of Minutes of Special Board Meeting March 1, 2017: Motion to approve minutes of Special Board Meeting of March 1, 2017 by Monks, second by Sizemore. Motion passed. Ayes: Monks, Noble, Sizemore & Wagner. Nays: None.
- IV. Correspondence: No correspondence.
- V. Approval of Bills for payment: Trustee Sizemore asked about the bill to Arctic Engineering for HVAC repair. The bill is for repair that is not included in the usual maintenance. Also one additional bill in the amount of \$478.75 to JMA Architects for the temperature control project. Motion to approve all bills as presented by Wagner, second by Noble. Motion passed on voice vote. Monks, Noble, Sizemore & Wagner. Nays: None.
- VI. Financial Report for February 2017: Treasurer Monks reports that with two-thirds of the year completed expenses are at 59.5% about 6% lower than expected. The library is in a good position for the remainder of the fiscal year.
- VII. Librarian's Report: Ms. Dienes mentioned that during the high winds over the weekend several shingles from the roof vent areas were blown off. After contacting JMA Architects, Chucks Roofing agreed to repair the shingles. Ms. Dienes spoke with a gentleman who had asked if he could hand out flyers to patrons concerning the intermodal project. The last item is concerning the staff project for the summer reading program. The staff plans to yarn bomb the library by creating colorful knit or crochet pieces to decorate the library inside & out.
- VIII. Public Comment: No public comment.
- IX. Community Outreach: Ms. Monks went to the Village meeting but there wasn't much to report. The new banners will be installed sometime in May.
- X. Other Board Reports:
 - A. Friends of the Crete Public Library: The Friends plan to have a book sale in the fall.
 - B. Crete Library Foundation: The Foundation did not meet.
- XI. Old Business:
 - A. Transfer of Surplus Funds FY2015/16 Resolution 17-02: Motion to approve Resolution 17-02 transfer of surplus funds by Monks, second by Wagner. Motion passed on voice vote. Monks, Noble, Sizemore & Wagner. Nays None.
 - B. Board of Trustees By-Laws Review: The by-laws were reviewed by the library's lawyer & updated. The financial section is not always included in most libraries' by-laws. Trustee Monks suggested that it should be included.
- XII. New Business: No new business.
- XIII. Adjournment: Motion to adjourn at 7:27 p.m. by Monks, second by Wagner. Motion passed. Monks, Noble, Sizemore & Wagner. Nays: None.

Respectfully Submitted,
Georgia Sizemore, Secretary