

**CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
June 20, 2018
7:00 p.m.**

MEETING AGENDA

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes
 - Regular Board Meeting, May 16, 2018 (Action item)
 - Closed Session May 16, 2018 (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for May 2018 (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. FY2018/19 Meeting Dates & Times Ordinance 18-06 (Action item)
 - B. FY2018/19 Prevailing Wage Ordinance 18-07 (Action item)
 - C. FY2018/19 Non-Resident Cards Ordinance 18-08 (Action item)
 - D. Building Project Updates (Information item)
12. New Business
 - A. Reference Desk Audit (Information item)
13. Closed Session to discuss "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body." 5 ILCS 120/2(c) (1).
14. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
JUNE 20, 2018

- I. Call to order: Meeting called to order by President Boehner at 7:01 p.m. Those in attendance: President Boehner, trustees: Beil, Monks, Noble, Sizemore, Van Zyl & Williams. Van Zyl arrived at 7:13 p.m. Also in attendance: Executive Director Dienes, Assistant Director Amschl & Admin. Asst. Bonfiglio.
- II. Introduction of Guests/Visitors: There were no guests or visitors.
- III. Approval of Minutes: Motion to approve minutes of the regular board meeting of May 16, 2018 by Monks, second by Beil. Motion to approve minutes of the closed session of the board meeting of May 16, 2018 by Noble, second by Sizemore. Both motions passed. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- IV. Correspondence: Thank you cards from the students in Coffee Connection.
- V. Approval of Bills for Payment: There were two additional bills for payment. Treasurer's bond payment in the amount of \$1000.00 to Arthur J. Gallagher Risk Management and F. E. Moran in the amount of \$16383.53 payment for the HVAC work. Motion to approve all bills as presented by Monks, second by Noble. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Sizemore, & Williams. Nays: None.
- VI. Financial Report for May 2018: Treasurer Monks reported that with just one more month remaining for the fiscal year end, the expenses are well below the expected amount. Motion to approve financial report for May 2018 by Sizemore, second by Beil. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- VII. Librarian's Reports: The Summer Reading Program has started and sign up is going well. Ms. Dienes reported that the library's intercom broke and needs to be repaired. Since the building is getting older and needing more repairs, Building & Grounds will become a permanent item on the agenda.
- VIII. Public Comment: There was no public comment.
- IX. Community Outreach: Ms. Monks attended the village board meeting and learned about a new law in Illinois requiring a license for any type of raffle.
- X. Other Board Reports:
 - A. Friends of the Crete Public Library: The Friends will not meet during the summer, but they did sell books at the Garden walk and had a booth at Park-A-Palooza. They also worked at HITS.
 - B. Crete Library Foundation: The Foundation will meet in September.

XI. Old Business:

- A. FY2018/19 Meeting Dates and Times Ordinance 18-06: Motion to approve FY2018/19 Meeting Dates & Times Ordinance 18-06 by Monks, second by Van Zyl. Motion passed. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.
- B. FY2018/19 Prevailing Wage Ordinance 18-07: Motion to approve FY2018/19 Prevailing Wage Ordinance 18-07 by Williams, second by Beil. Motion passed. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.
- C. FY2018/19 Non-Resident Cards Ordinance 18-08: Motion to approve FY2018/19 Non-Resident Cards Ordinance 18-08 by Sizemore, second by Van Zyl. Motion passed. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.
- D. Building Project Updates: The current HVAC project is almost finished and Ms. Dienes has been consulting the building audit to determine what needs to be addressed next.

XII. New Business:

- A. Reference Desk Audit: Ms. Amschl recently completed an audit of the reference desk and the types of questions, computer help and other assistance that is provided. In August they will start circulating specialty cake pans, the first item in the Library of Everything.

XIII. Closed Session to discuss "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body." 5 ILCS 120/2© (1). : Motion to go into closed session at 7:45 to discuss "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body by Monks, second by Noble. Motion passed. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None. The board returned to regular session at 7:59 p.m.

XIV. Adjournment: Motion to adjourn at 8:00 by Van Zyl, second by Monks. Motion passed. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl & Williams. Nays: None.

Respectfully Submitted,
Georgia Sizemore, Secretary