

**CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
September 19, 2018  
7:00 p.m.**

**MEETING AGENDA**

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes
  - Regular Board Meeting, August 22, 2018 (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for August 2018 (Action item)
7. Librarians' Reports
8. Building & Grounds
9. Public Comment
10. Community Outreach
11. Other Board Reports
  - A. Friends of the Crete Public Library
  - B. Crete Library Foundation
12. Old Business
  - A. Method of Bill Payment (Online Payment) (Action item)
  - B. Internet Access of Public Computers (Information item)
13. New Business
  - A. FY2018 Levy Process (Information item)
  - B. Board Elections (Information item)
  - C. Close for Staff Training December 7, 2018 (Action item)
14. Adjournment

CRETE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
September 19, 2018

- I. Call to order: Meeting called to order by President Boehner at 7:02 p.m. Those in attendance: President Boehner, Trustees: Beil, Monks, Noble, Sizemore and Williams. Van Zyl 7:18 p.m. Absent: None. Also in attendance: Executive Director Dienes, Asst. Director Amschl and Admin. Asst. Bonfiglio.
- II. Introduction of Guests/Visitors: There were no guests or visitors.
- III. Approval of Minutes: Motion to approve minutes of regular meeting of August 22, 2018 by Noble, second by Williams. Motion passed. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- IV. Correspondence: The library received a FOIA request for some employee information.
- V. Bills for Payment: There were two additional bills for payment. One for Impressions in Stone for a paver in the amount of \$53.74 and one bill for F.E. Moran in the amount of \$19435.77 for a final payment on the HVAC project. Motion to approve all bills as presented for payment by Monks, second by Sizemore. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- VI. Financial Reports for August 2018: Treasurer Monks reported that the budget should be at 16% and expenses are below that amount. Motion to approve financial reports for August 2018 by Williams, second by Noble. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Sizemore & Williams. Nays: None.
- VII. Librarian's Reports: Were presented.
- VIII. Building & Grounds: Ms. Dienes hoped to have some information on the upcoming elevator project but it is not available as yet.
- IX. Public Comment: There was no public comment.
- X. Community Outreach: Trustee Monks attended the village board meeting. They passed the ordinance requiring a license for any raffles. Also the Exchange street project will start next year.
- XI. Other Board Reports:
  - A. Friends of the Crete Public Library: The Friends met and reviewed the various fundraising activities during the summer. Next meeting they will elect officers for the year.
  - B. Crete Library Foundation: The Foundation did not have a quorum and were unable to meet.

XII. Old Business:

- A. Method of Bill Payment: As discussed at last month's meeting the board will allow some of the bills to be paid with online banking to avoid late fees. Motion to allow online bill payment by Monks, second by Noble. Motion passed. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl and Williams. Nays: None.
- B. Internet Access of Public Computers: The board discussed using privacy screens on the adult public computers. Since the monitors are due to be replaced by 2020, the board decided to replace two monitors now and purchase two privacy screens to fit the new monitors.

XIII. New Business:

- A. FY2018 Levy Process: Ms. Dienes discussed the FY2018 Levy. Since the property values did not change dramatically the levy can remain essentially the same as last year. The FY2018 Levy will be posted and the board will hold a hearing.
- B. Board Elections: Three candidate's terms are up in the spring. Trustee Sizemore has decided to not run for another term. Election packets are available.
- C. Close for staff training December 7, 2018: Every year the library closes and meets with other area libraries for staff training. Motion to close on December 7, 2018 for a staff training day by Monks, second by Sizemore. Motion passed. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl and Williams. Nays: None.
- D. LIMRiCC insurance rates for 2019: Ms. Dienes and Ms. Bonfiglio viewed a webinar concerning health insurance rates for 2019. The rates for all the PPO options will increase by 2%. Everything else will stay the same amount & coverage. The board will need to decide if the library will continue to pay the insurance at the new rate.

- XIV. Adjournment: Motion to adjourn at 7:50 p.m. by Monks, second by Sizemore. Motion passed. Ayes: Beil, Monks, Noble, Sizemore, Van Zyl and Williams. Nays: None.

Respectfully Submitted,  
Georgia Sizemore, Secretary