

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

March 20, 2019

7:00 p.m.

MEETING AGENDA

1. Call to order
2. Introduction of Guests/Visitors
3. Approval of Minutes
 - Regular Board Meeting, February 20, 2019 (Action item)
4. Correspondence
5. Approval of Bills for Payment (Action item)
6. Financial Report for February 2019 (Action item)
7. Building & Grounds
8. Librarians' Reports
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. Transfer of Surplus Funds FY2017/18 Resolution 19-02 (Action item)
13. New Business
 - A. Trustee Training Workshop (Information item)
 - B. Amendment to Board of Trustee Bylaws Section 6.03 (Information item)
 - C. Circulation Policy Review (Information item)
14. Adjournment

CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
MARCH 20, 2019

- 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, Van Zyl & Williams. Absent: Sizemore. 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 February 20, 2019 by Noble, second by Williams. Motion passed. Ayes: Beil, Monks, Noble, Van Zyl & Williams. Nays: None.
- IV. Correspondence: Thank you card from employee James for flowers. Letter from Jesse White awarding the Per Capita Grant.
- V. Approval of Bills for Payment: One additional bill from Gateway in the amount of \$15502.71 for three new copiers and two new printers. Motion to approve all bills as presented by Monks, second by Van Zyl. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Van Zyl & Williams. Nays: None.
- VI. Financial Report for February 2019: Treasurer Monks reported that the budget is at 66% and expenses are well below that. Adult programs is a little high for the year and Children's is low. Ms. Dienes mentioned that Youth Services planned to spend some of the budget on new Lego items. Motion to approve Financial Reports for February 2019 by Beil, second by Van Zyl. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Van Zyl & Williams. Nays: None.
- VII. Building & Grounds: Ms. Dienes is looking for quotes on new drinking fountains and a water refill station. The current ones need to be replaced. The quotes for the new receiving room doors are still coming and Ms. Dienes will make a decision once they are all returned. Ms. Dienes joined a conference call regarding the elevator grant. She mentioned that the library got an overall rating of 9.7 out of 10 but that there were many requests for the available grant money. The library will find out if any grant money will be awarded to them sometime in April.
- VIII. Librarian's Reports: There was nothing to add.
- IX. Public Comment: No public comment.
- X. Community Outreach: The candidate forum held at the library was well attended and attendees felt that it was very helpful in making a decision.
- XI. Other Board Reports:
 - A. Friends of the Crete Public Library: The Friends elected to fund several items. They paid for 2 utility carts, the t-shirts for Battle of the Books, \$50. 00 to the Park District for the egg hunt and gift cards for National Library Week. The Friends will meet next week.
 - B. Crete Library Foundation: The Foundation did not meet.

XII. Old Business:

XIII. Transfer of Surplus Funds FY2017/18 Resolution 19-02: Motion to approve the Transfer of Funds FY2017/18 Resolution 19-02 by Monks, second by Van Zyl. Motion passed on voice vote. Ayes: Beil, Monks, Noble, Van Zyl & Williams. Nays: None.

XIV. New Business:

- A. Trustee Training Workshop: The annual Trustee Training Workshop is geared to new trustees and will be held at Crete Library this year. The board also discussed the date that the new trustee will be able to start and what will be the last board meeting for the outgoing trustee.
- B. Amendment to Board of Trustees Bylaws Section 6.03: A new law changes the amount that the library needs to go for bid from \$25,000 to \$40,000. Motion to approve Amendment to Board of Trustees Bylaws Section 6.03 by Van Zyl, second by Beil. Motion passed. Ayes: Beil, Monks, Noble, Van Zyl & Williams. Nays: None.
- C. Circulation Policy Review: The current circulation policy has some old information and needs to be updated. Ms. Amschl will work on an update and the board will review the new policy at the next meeting.

XV. Adjournment: Motion to adjourn at 7:35 p.m. by Noble, second by Van Zyl. Motion passed. Ayes: Beil, Monks, Noble, Van Zyl & Williams. Nays: None.

Respectfully Submitted,
Sharon Bonfiglio, Admin. Asst.