



CRETE PUBLIC LIBRARY DISTRICT

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BOARD OF TRUSTEES MEETING

April 15th, 2026 – 6:30 P.M.

MEETING AGENDA

1. CALL TO ORDER

2. INTRODUCTION OF GUESTS

3. APPROVAL OF MINUTES

- a. Regular Board Meeting - March 18th, 2026
- b. Closed Session Meeting – March 18th, 2026

4. CORRESPONDENCE

5. FINANCE

- a. Approval of bills for payment (action item)
- b. Approval of Finance Report (action item)

6. BUILDING AND GROUNDS REPORT

7. REPORTS

- a. Staff reports
- b. Community outreach report
- c. Friends of the Crete Public Library report
- d. Crete Creative

8. OLD BUSINESS

- a. Discussion of Director's FY 25-26 evaluation procedure
- b. Discussion on logo redesign and potentials designs

9. NEW BUSINESS

- a. Discussion and consideration of 2026-2027 salary budget (action item)
- b. Discussion of 2025-2026 draft working budget and revenue projections

10. CLOSED SESSION

For the purpose of appointment, employment, compensation, discipline, performance or dismissal of specific personnel (5 ILCS 120/2c1).

11. ADJOURNMENT

To May 20th at 6:30 P.M. for regularly scheduled meeting



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**CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF PUBLIC HEARING AND REGULAR MEETING
April 15th, 2026**

I. Call to Order:

Regular meeting called to order by President Williams at 6:30 p.m. Those in attendance: President Williams, Trustees Bohner, Brennan, Casserly, Monks, and Oliver. Also in attendance: Executive Director Sieffert, Assistant Director Amschl and Business Manager VerHaar. Absent: Trustee Van Zyl.

II. Introduction of Guests:

No guests.

III. Approval of Minutes:

- A. Regular Board Meeting – March 18th, 2026: Motion to approve minutes of regular meeting by Oliver, second by Bohner.

Motion passed.

Ayes: Bohner, Brennan, Casserly, Monks, Oliver, and Williams.

Nays: None.

Absent: Van Zyl.

- B. Closed Session Meeting – March 18th, 2026: Motion to approve minutes of closed session meeting by Brennan, second by Bohner.

IV. Correspondence:

No correspondence.

V. Finance:

- A. Approval of Bills for Payment: Motion to approve all bills as presented by Oliver, second by Monks. Executive Director Sieffert explained that the Board meeting date was early this month (the first day of month is a Wednesday) and there are a few bills that The Library hasn't received but is expecting.

Motion passed on voice vote.

Ayes: Bohner, Brennan, Casserly, Monks, Oliver, and Williams.

Nays: None.

Absent: Van Zyl.

- B. Approval of Finance Report: Motion to approve finance report by Williams, second by Casserly. The Library is in great shape, and is planning to be under budget at the end of the fiscal year.

Motion passed on voice vote.

Ayes: Boehner, Brennan, Casserly, Monks, Oliver, and Williams.

Nays: None.

Absent: Van Zyl.

VI. Building & Grounds Report:

Executive Directory Sieffert informed The Board of a state grant available to increase security measures for Libraries. Sieffert and Assistant Director Amschl have been working on potential security updates that this grant would fund. Director Sieffert has completed the interview process for the Facility Specialist that will be starting in June. The Library's Garden is now open!

VII. Reports:

- A. Staff reports: Always stellar! The Board particularly enjoyed reading about the echolocation program.
- B. Community Outreach report: There will be a meeting at the Community Center this Friday for all of the taxing districts. Executive Director Sieffert provided some suggestions to engage with lobbyists. Vendor fair on July 8th and 9th
- C. Friends of the Crete Public Library report: The Book Sale is next week! The Friends have given a generous grant to the Library for some various summer reading supplies.
- D. Crete Creative: There are 2 pieces of art for the water color portrait show. The social media post has gotten a lot of likes and shares, so they are hoping for a few more submissions. Just in case, they are also exploring back up ideas for the next show. There will be a display with some of the art that the homeschool students made in their class with Mr. Boehner.

VIII. Old Business:

- A. Discussion of Director's FY 25-26 evaluation procedure – President Williams asked that The Board to submit their evaluations as soon as possible, then they will sit down to make one cohesive evaluation to present to Executive Director Sieffert. President Williams will then goes over this with Sieffert before it is presented in closed session at June's board meeting.
- B. Discussion on logo redesign and potential designs – Executive Director Sieffert presented the final design choice and explained the reasoning behind the new logo. Sieffert clarified that The Library opted for a branding package so there will be more changes coming.

IX. New Business:

- A. Discussion and consideration of 2026-2027 salary budget – Motion to approve the 2026-2027 salary budget by Monks, second by Oliver. Executive Director Sieffert explained that the new budget includes a 3.5% cost of living increase for staff.

Motion passed on voice vote.

Ayes: Boehner, Brennan, Casserly, Monks, Oliver, and Williams.

Nays: None.

Absent: Van Zyl.

- B. Discussion of 2025-2026 draft working budget and revenue projections – The Library is projecting a \$60,000 revenue increase from last year, mostly due to property taxes. The increase in the printing budget reflects the updates to the newsletter. The Library’s new newsletter will be 12 pages long, instead of 8, and will be printed on glossy paper. The Library is exploring the option to provide hunting and fishing licenses. The Board noted that interest income has consistently been more than expected, so that is wonderful. Executive Director Sieffert explained that service, supply, and equipment maintenance is increased 2.2% from last year.

X. Closed Session:

For the purpose of appointment, employment, compensation, discipline, performance or dismissal of specific personnel (5 ILCS 120/2c1)

XI. Adjournment:

To May 20th, 2026 at 6:30 p.m. for regularly scheduled meeting. Motion to adjourn at 7:20 p.m. by Casserly, Second by Williams.

Motion passed.

Ayes: Boehner, Brennan, Casserly, Monks, Oliver, and Williams.

Nays: None.

Absent: Van Zyl.

Respectfully Submitted,

Suzanne Oliver, Secretary