



CRETE PUBLIC LIBRARY DISTRICT

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BOARD OF TRUSTEES MEETING May 20th, 2026 – 6:30 P.M. MEETING AGENDA

1. CALL TO ORDER

2. INTRODUCTION OF GUESTS

3. APPROVAL OF MINUTES

- a. Regular Board Meeting - April 15th, 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 Gallery report

8. OLD BUSINESS

- a. Approval of the 2026-2027 working budget (action item)
- b. Discussion of Director's FY 25-26 evaluation procedure
- c. Logo and Branding document updates
- d. Discussion of website design and rollout

9. NEW BUSINESS

- a. Discussion and consideration of Resolution 26-02: Authorizing the Establishment of a 403(b) Retirement Plan For Eligible Employees of the Crete Public Library District (action item)
- b. LIMRiCC health insurance update and potential merger information

10. CLOSED SESSION

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

11. ADJOURNMENT

To June 17th at 6:30 P.M. for regularly scheduled meeting



Crete Public Library

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CRETE PUBLIC LIBRARY DISTRICT

BOARD OF TRUSTEES

MINUTES OF PUBLIC HEARING AND REGULAR MEETING

May 20th, 2026

I. Call to Order:

Regular meeting called to order by President Williams at 6:30 p.m. Those in attendance: President Williams, Trustees Casserly, Oliver, and Monks. Trustee Brennan joined the meeting at 7:09 p.m. Also in attendance: Executive Director Sieffert, Assistant Director Amschl, and Business Manager VerHaar. Absent: Boehner and Van Zyl.

II. Introduction of Guests:

Crete Mayor, Mark Wiater, joined the meeting to hear any questions, complaints, and concerns. The Board inquired about the construction near Berkot's and Wiator explained that it was a 75-day (15 week) county project.

III. Approval of Minutes:

Regular Board Meeting – April 15th, 2026: Motion to approve minutes of regular meeting by Casserly, second by Monks.

Motion passed.

Ayes: Casserly, Oliver, Monks, and Williams.

Nays: None.

Absent: Boehner, Brennan and Van Zyl.

IV. Correspondence:

The Library received a letter from Mr. Chavers with a proposal.

The Library also received a letter from Cetta as a thank you for assisting with the non-violence project last year.

V. Finance:

- A. Approval of Bills for Payment: Motion to approve all bills as presented by Monks, second by Casserly. Executive Director Sieffert addressed mailing issues in Crete and explained that some checks that were sent didn't make it to the recipients and are being reissued.

Motion passed on voice vote.

Ayes: Casserly, Oliver, Monks, and Williams.

Nays: None.

Absent: Boehner, Brennan and Van Zyl.

- B. Approval of Finance Report: Motion to approve finance report by Monks, second by Oliver. The Library has completed 92% of the budget year, and has exceeded revenue projections. The Library is on track with all line items, but will likely be over in salaries due to retirement payouts and staffing changes. There will be funds moved to the special reserve fund in the coming months.

Motion passed on voice vote.

Ayes: Casserly, Oliver, Monks, and Williams.

Nays: None.

Absent: Boehner, Brennan and Van Zyl.

VI. Building & Grounds Report:

Executive Director Sieffert has not heard back from the Grant Committee about the security grant.

Sieffert explained that security concerns are very prevalent right now and other Libraries are evidently having similar concerns.

VII. Reports:

- A. Staff reports: Always great! 2 of the 3 new staff members have started, the Facility Specialist will be starting on June 1st. There are chicks incubating in Adult Services. This will be livestreamed on The Library's website, and they should begin hatching in about 3 weeks.
- B. Friends of the Crete Public Library report: The book sale was successful! It was noted that there was less of a turn out compared to previous years.
- C. Crete Creative Gallery: There is a very impressive Korean artist for the next show. She uses antique family photos as a basis for embroidering work.

VIII. Old Business:

- A. Approval of the 2026-2027 working budget: A new line item has been added for hunting and fishing licenses that The Library will begin providing as a service to patrons soon! Motion to approve by Oliver, second by Monks.
Motion passed on voice vote.
Ayes: Casserly, Oliver, Monks, and Williams.
Nays: None.
Absent: Boehner and Van Zyl.
- B. Discussion of Director's FY 25-26 evaluation procedure: President Williams is waiting for one more evaluation. The completed evaluation will be presented to the Executive Director at the June meeting.
- C. Logo and Branding document updates: Executive Director Sieffert provided the branding documents and explained how impressed he was with the amount of information that it provides. There are changes in the works, including new signage, apparel, letterhead, etc. Sieffert would like The Library to

purchase some apparel for staff in the near future. There was some discussion about whether to use the year that the Crete Library was formed or the year that The Library became a district. It was decided to use the year that The Library was formed, which is 1963.

- D. Discussion of website design and rollout: The new website rolls out on Saturday! Executive Director Sieffert gave The Board a final sneak peek before the big day.

IX. New Business:

- A. Discussion and consideration of Resolution 26-02: Authorizing the Establishment of a 403(b) Retirement Plan for Eligible Employees of the Crete Public Library District: Executive Director Sieffert explained that this benefit comes at no cost to The Library. It is an option for staff to contribute. Motion to approve Resolution 26-02 by Oliver, second by Monks.

Motion passed on voice vote.

Ayes: Casserly, Oliver, Monks, and Williams.

Nays: None.

Absent: Boehner and Van Zyl.

- B. LIMRiCC health insurance update and potential merger information: After attending the insurance co-op's mid-year meeting, Sieffert reported that LIMRiCC is anticipating a roughly 10% increase. There are no renewals yet, but there is some discussion about a potential merger for LIMRiCC. This merger has the potential to increase negotiation power.

X. Closed Session:

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

XI. Adjournment:

To June 17th at 6:30 p.m. for regularly scheduled meeting. Motion to adjourn at 7:28 p.m. by Casserly, second by Oliver.

Motion passed.

Ayes: Casserly, Monks, Oliver, and Williams.

Nays: None.

Absent: Boehner and Van Zyl.

Respectfully Submitted,

Suzanne Oliver, Secretary