Crete Public Library

1177 N. Main St. | Crete, IL 60417 | 708-672-8017

BOARD OF TRUSTEES MEETING

June 17th, 2026 – 6:30 P.M.

MEETING AGENDA

1. **CALL TO ORDER**
2. **INTRODUCTION OF GUESTS**
3. **APPROVAL OF MINUTES**
   a. Regular Board Meeting - May 20th, 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 Art Gallery report
8. **OLD BUSINESS**
   a. Discussion and consideration of FY 2025-2026 Director's Evaluation (action item – after closed session)
   b. Discussion and consideration of Library Director contract 2026-2029 (action item – after closed session)
   c. Discussion of website update and rollout
9. **NEW BUSINESS**
   a. Discussion of potential partnership with OnMed
   b. Discussion and consideration of Ordinance No. 26-01 – Establishing Meetings Dates for the 2026-2027 Fiscal Year (action item)
   c. Discussion and consideration of Ordinance No. 25-02 – Authorizing Public Library Non-Resident Cards for the 2026-2027 Fiscal Year (action item)

d. Discussion and consideration of Draft Ordinance No. 25-03 – Ordinance Providing for Budget and Appropriations of Crete Public Library District, Will County, Illinois for the Fiscal Year Beginning July 1, 2026 and Ending June 30, 2027 (action item)
e. Discussion and consideration of closing early (5pm) Thursday, June 2nd, 2026 (9am-2pm) for parking lot seal coating (action item)

10. CLOSED SESSION

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

11. ADJOURNMENT

To July 16th at 6:30 P.M. for Budget and Appropriation Hearing and regularly scheduled meeting

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BOARD OF TRUSTEES MEETING

MINUTES OF PUBLIC HEARING AND REGULAR MEETING

June 17th, 2026 – 6:30 p.m.

I. **Call to Order:**

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

II. **Introduction of Guests**:

No guests.

III. **Approval of Minutes:**

Regular Board Meeting: Motion to approve minutes of regular meeting – May 20th, 2026 by Casserly, second by Oliver.

Motion passed.

Ayes: Boehner, Casserly, Monks, Oliver, Van Zyl, and Williams.

Nays: None.

Absent: Brennan.

IV. **Correspondence:**

No correspondence.

V. **Finance:**

Approval of Bills for Payment: Motion to approve all bills as presented by Boehner, second by Monks. Executive Director Sieffert explained that it's likely that there will be a few more bills that come in for this fiscal year. Although The Library is over budget in a few line items, it is about $150,000 under budget overall.

Motion passed on voice vote.

Ayes: Boehner, Casserly, Monks, Oliver, Van Zyl, and Williams.

Nays: None.

Absent: Brennan.

A. Approval of Finance Report: Motion to approve finance report by Oliver, second by Monks.

Motion passed on voice vote.

Ayes: Boehner, Casserly, Monks, Oliver, Van Zyl, and Williams.

Nays: None.

Absent: Brennan.

VI. **Building & Grounds Report:**

Executive Director Sieffert gathered a few quotes for sealcoating the parking lot. The project has been scheduled for July 2nd. The carpets were cleaned last Friday and they're looking good. The Library has hired Dave Gonzalez to do some painting with The Library's new branded colors. The Facilities Specialist started on June 1st.

VII. **Reports:**

A. Staff reports: The chicks have returned to their farm. Trustee Van Zyl's son was one of the students who visited The Library on a field trip, and he mentioned that it was a great time. The Spanish language program guide has been printed and is available for patrons.

B. Community Outreach report: The Crete Woman's Club came in second place for 2026 best garden walk and received a prize.

C. Friends of the Crete Public Library report: Nothing to report.

D. Crete Creative Art Gallery report: The opening for the next show is on June 27th.

VIII. **Old Business:**

A. Discussion and consideration of FY 2025-2026 Director's Evaluation: Motion to enter closed session to discuss Director's Salary and review at 7:00 p.m. by Williams, second by Van Zyl. Motion to approve salary for 2026-2027 by Oliver, second by Monks.

Motion passed.

Ayes: Boehner, Casserly, Monks, Oliver, Van Zyl, and Williams.

Nays: None.

Absent: Brennan.

B. Discussion and consideration of Library Director contract 2026-2029: A typo was addressed and will be updated before it is signed. Motion to approve Library Director contract 2026-2029 by Monks, second by Casserly.

Motion passed on voice vote.

Ayes: Boehner, Casserly, Monks, Oliver, Van Zyl, and Williams.

Nays: None.

Absent: Brennan.

C. Discussion of website update and rollout: There was a solicitation regarding the website that has been addressed.

IX. **New Business:**

A. Discussion of potential partnership with OnMed: Executive Director Sieffert met with OnMed to discuss the potential of utilizing their equipment and services.

B. Discussion and consideration of Ordinance No. 26-01 – Establishing Meeting Dates for the 2026-2027 Fiscal Year: Motion to approve meeting dates for 2026-2027 by Monks, second by Oliver.
Motion passed on voice vote.
Ayes: Boehner, Casserly, Monks, Oliver, Van Zyl, and Williams.
Nays: None.
Absent: Brennan.

C. Discussion and consideration of Ordinance No. 26-02 – Authorizing Public Library Non-Resident Cards for the 2026-2027 Fiscal Year: Motion to approve Ordinance No. 26-02 by Boehner, second by Casserly.
Motion passed.
Ayes: Boehner, Casserly, Monks, Oliver, Van Zyl, and Williams.
Nays: None.
Absent: Brennan.

D. Discussion and consideration of Draft Ordinance No. 26-03 – Ordinance Providing for Budget and Appropriations of Crete Public Library District, Will County, Illinois for the Fiscal Year Beginning July 1st, 2026 and Ending June 30th, 2027: This is the draft ordinance that will be approved during next month's public meeting. Motion to approve draft by Oliver, second by Van Zyl.
Motion passed on voice vote.
Ayes: Boehner, Casserly, Monks, Oliver, Van Zyl, and Williams.
Nays: None.
Absent: Brennan.

E. Discussion and consideration of closing early (5 p.m.) on Thursday, July 2nd, 2026: Motion to approve closing early to sealcoat the parking lot by Casserly, second by Oliver. Executive Director Sieffert informed The Board that they will be adding another handicapped parking space to the lot.
Motion passed on voice vote.
Ayes: Boehner, Casserly, Monks, Oliver, Van Zyl, and Williams.
Nays: None.
Absent: Brennan.

X. Closed Session:

For the purpose of appointment, employment, compensation, discipline, performance or dismissal of specific personnel (5 ILCS 120/2c1): The Board entered closed session to discuss Executive Director Sieffert's annual review and salary changes. Motion to resume open session at 7:30 by Boehner, second by Van Zyl. Motion to approve salary changes by Oliver, second by Monks.
Motion passed on voice vote.
Ayes: Boehner, Casserly, Monks, Oliver, Van Zyl, and Williams.
Nays: None.

Absent: Brennan.

XI. Adjournment:

To July 16th at 6:30 p.m. for regularly scheduled meeting. Motion to adjourn at 7:51 p.m. by Boehner, second by Van Zyl.

Motion passed.

Ayes: Boehner, Casserly, Monks, Oliver, Van Zyl, and Williams.

Nays: None.

Absent: Brennan.

Respectfully Submitted,

Suzanne Oliver, Secretary

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CRETE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF CLOSED SESSION MEETING
June 17th, 2026

I. **Call to Order:**

Closed session meeting called to order at 7:00 p.m. by President Williams, second by Van Zyl. Those in attendance: President Williams and Trustees Boehner, Casserly, Monks, Oliver, and Van Zyl.

II. **Discussion:**

The Board discussed Executive Director Sieffert's annual evaluation and salary.

III. **Adjournment:**

Motion to adjourn closed session at 7:30 p.m. by Boehner, second by Van Zyl.

Motion passed.
Ayes: Boehner, Casserly, Monks, Oliver, Van Zyl, and Williams.
Nays: None.
Absent: Brennan.
The meeting returned to regular session.

Respectfully Submitted,
Suzanne Oliver, Secretary