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

BOARD OF TRUSTEES MEETING
September 16th, 2026 – 6:30 P.M.
MEETING AGENDA

1. **CALL TO ORDER**
2. **INTRODUCTION OF GUESTS**
3. **APPROVAL OF MINUTES**
    a. Regular Board Meeting – August 19th, 2025
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. Presentation and discussion of Annual Report
    b. Discussion and consideration of Resolution 26-03: Authorizing an IGA for participation in Crete Country Christmas (action item)
    c. Discussion and consideration of IGA for participation in Crete County Christmas (action item)
    d. Update of Product Architecture master plan
    e. Update of potential OnMed partnership and available grants
    f. Discussion on backup generator project
9. **NEW BUSINESS**
    a. Discussion and consideration of health insurance information for 2027 (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 Wednesday, October 21st, 2026 at 6:30pm for regularly scheduled meeting

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BOARD OF TRUSTEES MEETING

MINUTES OF PUBLIC HEARING AND REGULAR MEETING

September 16th, 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, Brennan, 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 – August 19th, 2026 by Monks, second by Oliver.

Motion passed.

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

Nays: None.

Absent: None.

IV. Correspondence:

No correspondence.

V. Finance:

A. Approval of Bills for Payment: Motion to approve all bills as presented by Oliver, second by Monks.

Motion passed on voice vote.

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

Nays: None.

Absent: None.

B. Approval of Finance Report: Motion to approve finance report by Boehner, second by Van Zyl. Everything looks good.

Motion passed on voice vote.

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

Nays: None.

Absent: None.

VI. Building & Grounds Report:

Director Sieffert met with a new landscaping company and The Library will be moving to Shelton for snow removal and lawncare services. This new service provides a contract price instead of paying per visit, and The Library will save significantly with this switch. Sieffert mentioned that this company will pretreat the sidewalks before it snows, reducing the damage that the concrete can experience due to cold weather, ice, and salt. The Library is still experiencing some power issues and Sieffert was on site with the electrician while Comed did some work last weekend. Everything seems to be working properly.

VII. Reports:

A. Staff reports: Good as always.
B. Community Outreach report: There will be a garden walk this year.
C. Friends of the Crete Public Library report: Nothing to report. The Friends will be meeting next week.
D. Crete Creative Art Gallery report: Nothing to report.

VIII. Old Business:

A. Presentation and discussion of Annual Report: Executive Director Sieffert gave a shoutout to Assistant Director Amschl and the Comm. & Marketing Coordinator for supporting The Library's strategic initiative and putting together a report for the public.
B. Discussion and consideration of Resolution 26-03: Authorizing an IGA for participation in Crete Country Christmas: This is the same agreement as passed in previous years with the exception of a change in the size of the Crete Country Christmas Board. Motion to approve Resolution 26-03 by Boehner, second by Oliver.
   Motion Passed.
   Ayes: Boehner, Brennan, Casserly, Monks, Oliver, Van Zyl, and Williams.
   Nays: None.
   Absent: None.
C. Discussion and consideration of IGA for participation in Crete Country Christmas. Motion to approve participation in Crete Country Christmas by Casserly, second by Van Zyl.
   Motion Passed.
   Ayes: Boehner, Brennan, Casserly, Monks, Oliver, Van Zyl, and Williams.
   Nays: None.
   Absent: None.
D. Update of Product Architecture Master Plan: There were 3 different floor plan options for the first floor and 2 for the second floor. Sieffert discussed various potential changes with The Board. The admin team had a very productive conversation with the architects, and they will be meeting next month to revisit the plan. They will come to a board meeting in the future to present the plan to the board.

E. Update of potential OnMed partnership and available grants: Sales reached back out and said that there were some grants available for community outreach health initiatives.

F. Discussion on backup generator project: Nothing new to add, spoke with Jennings who confirmed that a backup generator would be about a $350,000 project.

IX. New Business:

A. Discussion and consideration of health insurance information for 2027: The packet is loaded with insurance information, which Executive Director Sieffert discussed in depth with The Board. Motion to approve The Library covering 100% of employee coverage for the HDHP and any lower-cost plan, 50% of dependent coverage, a $1300 contribution to the employee only HDHP HSA, and 100% of employee dental and vision coverage plus 50% of dependent dental and vision coverage by Brennan, second by Monks. Motion passed on voice vote.

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

Nays: None.

Absent: None.

X. Closed Session:

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

XI. Adjournment:

To Wednesday, October 21st, 2026 at 6:30 p.m. for regularly scheduled meeting. Motion to adjourn at 7:16 p.m. by Van Zyl, second by Casserly.

Motion passed.

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

Nays: None.

Absent: None.

Respectfully Submitted,

Suzanne Oliver, Secretary