

Carthage Public Library

February 12, 2017

President John Ditmer called the meeting to order at 4:30 p.m. Others present were Michelle Bavery, Elaine Dion, Tammy Kost, Angie Perry, and Director Amy Gee. Andy Bastert was absent; David Zanolla entered at 4:40 p.m.

Angie moved to approve the minutes of the January 9, 2017, meeting. Tammy seconded. Motion to accept minutes passed.

Reports

Treasurer's Report: Andy sent paper copies of the treasurer's report for board members' reference. There were no questions.

Librarian's Report: Amy directed board members to her financial and monthly reports. She noted that some of Christine's pay will come from the STEM grant.

We are now paying McDonough the amount we would have been paying had we received the e-rate funding.

IMRF has increased from 11.63% to 18.07%. The amount of \$1,186.39 was paid in January as compared to the amount of \$650.32 paid in December.

Amy donated \$30.00 from library funds to the Peace Corps for Judy Tucker's memorial; Judy was a former board member. Angie mentioned that we should have a set policy for memorials for board members; however, Amy commented that a set policy is difficult as each person is different and has contributed in different ways and for different lengths of time. There was no further discussion.

The tree stump at the southwest corner of the library property has been removed.

Amy discussed other items appearing in her monthly report. The elevator has been inspected and has passed the inspection; we had to pay a late fee. Regarding the building, Mark Misselhorn from Apace suggested we work with Dr. Schlipf first. Amy also summarized highlights of the Rural Gateways STEM program, Battle of the Books Contest, and a family fun night in honor of Dr. Seuss' birthday. Pre-School story hours will begin March 16.

Amy attended the Chamber of Commerce annual meeting.

Christine will go to the Illinois Youth Services Institute in Chicago. Amy mentioned two possible conferences, ALA in Chicago and a Director's University for new directors in Springfield; both are in June. She likely will not attend the ILA conference in Tinley Park in October.

Amy will take vacation time in October and will miss the October board meeting.

Tori found that those with ATT phone service cannot get through to the library, receiving the message that the number is not a working number. Tori worked with ATT, and the problem has been fixed. She updated magazines and rearranged other groups of books.

Circulation Report: We purchased a pair of virtual reality glasses for \$5.00 and will check them out to patrons. So far they have been checked out to staff members.

Communications Report: We received a postcard about “Lincoln Center Local” offering free screenings of Lincoln Center, New York, concerts; Amy contacted Amy Graham about showing them at the Legacy Theater. Amy Graham is interested in showing them.

An individual contacted Amy asking if the library wanted to purchase a Carthage College 1932 yearbook. We do not have this edition. We do purchase IW yearbooks.

Angie asked about our digitized yearbooks. Amy has been notified that the yearbooks were received but has not been updated about the status of the project at this time.

Policy Committee Report: Board members discussed the policies that the committee worked on last month. Elaine asked for a preference of a title for the group of policies; it was decided to use “Library Operations and Services Policies.”

The next Policy Committee Meeting will be February 23, 2017.

Friends of the Library Report: Friends of the Library did not have a meeting this past month.

Foundation Report: There has been no Foundation meeting. Amy asked about having more people to be on the board and how many total people we should have on that board. One requirement is to meet once a year. John said that the board would meet to determine use of monies—managing the fund, which will not require too many members. Angie mentioned that we need a treasurer since the report needs to be filed with the State. Chelle Grotts has indicated she does not want to continue as treasurer. According to Amy, we definitely need one person additional if not two.

Library Building Focus Group Report: There has not been a meeting of the Focus Group since our last board meeting.

Old Business

Dr. Schlipf will come to Carthage to study the library April 8. David suggested having lunch at Los Charros since Dr. Schlipf will arrive around noon. Amy asked if we should invite new members, Donna Tracy and J.R. Parn, as well. Angie suggested inviting them to the March meeting (March 13). Dr. Schlipf has a copy of what we did twelve years ago. We will emphasize our concerns about the stairwell and elevator. John advised us to create a list of other items. Amy and John could not remember if he came into the present building as we were in the other building twelve years ago.

On January 10, Elizabeth Dorothy said she was interested in the antenna tower. Amy responded that she had a form for her to sign. Elizabeth mentioned that she had a friend who would help her take it down; however, she has not come in to sign the form yet.

New Business

Christine Snyder submitted estimated expenses in the amount of \$410.00 for a meeting March 10-11, 2017, in Springfield. This is the second year for the Illinois Youth Services Institute, and the program looks very worthwhile. David moved to approve her expenses to attend the conference, and Tammy seconded. Motion carried.

David moved to adjourn, and Michelle seconded. Motion carried. The meeting adjourned at 5:35 p.m.

The next meeting will be held March 13, 2017, at 4:30 p.m.

Elaine Dion, Secretary