

# **Carthage Public Library**

**June 12, 2017**

President John Ditmer called the meeting to order at 4:30 p.m. Others present were Elaine Dion, J.R. Parn, Angie Perry, Donna Tracy, David Zanolla, and Director Amy Gee. Michelle Bavery entered at 4:35 p.m. Andy Bastert and Tammy Kost were absent.

John welcomed new board members and began the meeting by swearing David, Donna, and J.R. in as trustees.

Angie moved to approve the minutes of the May 8, 2017, meeting. Donna seconded. Motion to accept the minutes passed.

## **Reports**

**Treasurer's Report:** There was no treasurer's report.

**Librarian's Report, Circulation Report, Communications Report:**

Amy directed board members to her financial and monthly reports, including circulation, librarian's, and communications reports. She mentioned that per capita needs to be expended by June 30 and that she may change some items. Amy predicts a busy summer based on patron traffic during the first weeks of June. We received a thank you note from the Illini West High School Git R Done club. Michelle corrected her work number in the Board of Trustees listing.

**Finance Committee Report:** The committee will need to meet again before the July meeting. Trustees were directed to the minutes of the committee's first meeting included in the board packet.

**Policy Committee Meeting:** Michelle moved to approve The Public Relations Policy and the Social Media Policy, and Donna seconded. Motion carried.

**Friends of the Library Report:** Friends made \$61.35 on the last book sale, and they are having another sale June 23-24 during the city-wide garage sales. Whether Friends will show a movie is still being decided.

## **Old Business**

A notice has been published in the *Quincy Herald-Whig* advertising our architecture and building needs. She has received no interest resulting in that publication; however APACE is still interested. PSBA and Dewberry are other possibilities.

## **New Business**

John asked for a motion to approve the Prevailing Wage; David moved, and Michelle seconded. Motion carried.

John asked for a motion to approve the .02% Building Maintenance Levy. There were no questions about it. Donna moved to approve the levy, and Angie seconded. Motion carried.

This year the Nonresident Fee Ordinance is \$121.87. Last year we did not sell any nonresident cards. John asked for a motion to set the fee. Michelle moved to establish a \$122.00 fee. J. R. seconded. Motion carried.

Amy outlined the working Budget and Salaries for 2017-18 documents. They included the income estimate, working budget, and a proposed wage schedule. Since there were no questions, John asked for a motion to approve the Working Budget J.R. so moved, and David seconded. Motion carried.

Amy discussed the air conditioning proposals from DuffyDucts, Arnold Brothers, Peters, and Kraus & Son. All new units would be on the ground rather than the roof. DuffyDucts proposed a mini split option. After discussion about the different options, Angie introduced the possibility of putting a window unit in the board room for less than \$1,000.00. Amy asked if the window unit would remain year round. John asked Amy to check locally (such as John's Homestead) and to inquire about installation of a 110 or 220 unit.

Elaine presented the slate of officers for the 2017-18: President—John Dittmer, Vice-President—Angie Perry, Treasurer—Andy Bastert, and Secretary—Michelle Bavry. There were no nominations from the floor. J.R. moved to approve the slate of officers, and Donna seconded. The motion carried.

Regarding erecting a flag pole in Friendship Park, city officials indicated that they will erect and maintain it. Angie questioned the placement of the pole and would like to see it toward the street; she also suggested we ask for an agreement with the city concerning the city's responsibility to remove the pole at their expense if the CPL should ever sell the property. John directed Amy to pursue a written agreement with the City.

Amy shared meeting dates for 2017-18, which were in the board packets. Donna moved that we accept the proposed meeting dates. Michelle seconded. The motion carried.

There were no closed sessions. Donna moved to adjourn, and Michelle seconded. Motion carried. The meeting adjourned at 5:40 p.m.

The next meeting will be held July 10, 2017, at 4:30 p.m.

Elaine Dion, Secretary