

Carthage Public Library District  
Board of Trustees Meeting  
December 12, 2022

President John Dittmer called the regular meeting to order at 4:42pm. Also present were Rose Fisher, Sarah Talley, Andy Bastert, Vickie Livingston, Rebecca Eagan, and Director Amy Gee. Donna Tracy and Board Member Emeritus Angie Perry were absent.

Rose made a motion to approve the minutes of the Nov meeting. Rebecca seconded and the motion carried.

#### Financial Reports

No treasurer's report was presented. Two month's worth of transactions will be available at the January meeting.

Two bank statements were circulated for approval, to be indicated by initialing. One was for the building fund and the other for bonds and interest.

Signature sheets for the new bank accounts were circulated, to add all board members to the library accounts.

Amy provided the director's financial reports for November, including the library budget, check list and bank balance reports, cash transactions report, desk fund report, circulation report, wireless usage report, and database activity reports.

#### Director's Report

- Amy presented the director's report, highlighting the following:
- Christmas Open House went well. The library was a popular stop.
- The Friends reported \$300 in raffle ticket sales that evening. The drawing will be held 12/15/22
- An individual to play Santa was located for the children's Christmas party. The reservation was \$100 plus gas fee.
- Krauss repaired the boiler, and clarified some information on its previous installation and the cost.
- Early Beginnings has begun to move out of their space.
- November programs went well. Many of the weekly programs will pause in December and then resume in January.
- Robert's Rules of Order has a small section intended for small boards. Amy has ordered an updated copy of Robert's Rules.
- Video storytelling update – Application for the grant was submitted prior to 12/9/22.
- Election packets are due the week of December 12<sup>th</sup>.

#### Committee Reports

- Friends of the Library expected more than \$1000.00 to be raised with the holiday basket raffle.
- Foundation – no report

### Unfinished Business

- Discussion regarding the video storytelling plan. Work should occur January – March. Rose suggested contacting local groups who had successful video campaigns such as the Legacy (Amy Graham). Rebecca volunteered to speak with Courtney Harrison and/or Maddie Gronewold for advice.
- Per Capita Grant Application. Standards were reviewed for final edits before the January meeting. Andy suggested changing some verbiage to be more transparent. Amy will complete edits and finalize the document for voting in January.

### New Business

- Comptroller report will be available in January
- No closed sessions to review

### Plans for New Building

- Building grant updates. Mark, from the State library suggested there may be some flexibility on using the state's contribution to the grant. The quarterly meeting did not resolve the concerns regarding construction using apprentice labor.
- Donation letters have been sent to several local individuals.
- Amy set up a Giving Tuesday campaign, including a GoFundMe page.
- The Fill Our Stocking campaign started out very strong, with \$23,619/\$25,000 as of 12/06/22.
- Fundraising in 2023 could include a 5K and a golf outing. The board will begin to work out possible dates and details to move forward.
- A 5K targeted to children was also suggested, along with music trivia night, as potential options.
- Carthage Elementary students held a fundraiser. The class who raised the most money for the library won a pizza party, courtesy of Rose. Sarah reported \$871.57 raised as of this meeting, with 2 more days to go. Donations will be deposited to the foundation account.
- Still have many old books that may be worth selling. Several options were listed, including online auctions or trying to contact local/regional book sellers.

Rose made a motion to adjourn; Sarah seconded. The motion carried and the meeting adjourned.

- Vickie Livingston