

Carthage Public Library District
Board of Trustees Meeting
September 11, 2023

President John Dittmer called the regular meeting to order at 4:30pm. Also present were Andy Bastert, Rose Fisher, Vickie Livingston, Ann Thompson, Director Amy Gee. Rebecca Eagan joined the meeting at 4:45pm. Sarah Talley was absent.

Rose made a motion to approve the minutes of the August meeting. Ann seconded and the motion carried.

Financial Reports

- Andy has had some unfortunate computer issues and did not have reports ready for the August meeting. Double reports will be presented in September. He did note some of the tax distributions have been deposited.

Director's Report

- Amy presented the monthly financial and patron reports. She noted that the electric line of the utility bills may exceed the allotment for the fiscal year.
- The circulation reports are remaining steady.
- The online reports from the last month looked a little odd. Amy investigated and found the error. The secretary book has been updated with the correct summary.
- The elevator was repaired.
- The building may have some roof damages – some large metal pieces have come off. Their purpose isn't readily identifiable, so more information to come.
- Summer reading is almost wrapped up, prizes will be awarded soon. Fall programming is being developed. A "Pete the Cat" story hour is touring the local libraries, including Carthage.
- Amy completed our registration for the "IL Library Presents" program. There are several good authors signed up, and this will be promoted to the general public.
- Reminder that RAILS (Reaching Across Illinois Library System) has a new website – RAILSLibraries.org
- The most recent Birth-5 regional report has been posted online if anyone is interested.
- Amy and Tori plan to attend the Association for Rural and Small Libraries conference.
- The ILA conference is in October. Amy will attend, and plans to split the hotel costs with another local library director. The conference is being held at the Springfield Convention Center. Amy requested pre-approval to cover the costs of attendance. Ann motioned to approve the costs of the conference. Rose seconded the motion. The motion passed.

New Business

FY 22-23 prelim reports

- \$56,786.45 can be moved into the building fund.
- Amy will add a line to the annual financial report showing the bond & Interest payments of \$79,461.31.
- The treasurer will review the preliminary reports before the next meeting.

IPLAR annual report

- Discussion held on Facility Section 6.1-6.3b. Error in line 12.7 - \$79,461.00.

The Secretary book audit was completed by Rose & Ann.

Andy made a motion to approve the annual report. Rebecca seconded. The annual report was approved.

Amy presented a graphic that outlined the year's number from July 2022 to June 2023.

- Discussion was held about the positive look of the numbers, particularly when compared to the last couple of years.
- A conversation was had about how to share this graphic with the public, possibly as a newspaper article. Really trying to highlight the usefulness for adult patrons.

Fundraising – Fish Fry

- Planned for Oct 13th, 2023. Amy has made a flyer with details
- Possible grant through Dot foods for the fish.
- Sam's club for the sides like potato salad and baked beans.
- Chris (Sarah's husband) will find volunteers to cook the fish.
- We need an estimated 10 volunteers for serving and drive through lines.
- Will ask for donated desserts, cookies or brownies for easy to-go options. Maybe something different for sit-down diners.
- Scheduled before the West-Hancock game, so hopefully good foot traffic.
- Listed a "suggested donation \$12.00"

Fundraising – Trivia Night

- Winery has started donating their facility for fundraisers/ non-profits
- Possible update for the future
- Vickie will try to reach out to a former classmate about trivia

Video Storytelling grant – purchased an audio recorder

Ann made a motion to adjourn; Rebecca seconded. The motion carried and the meeting adjourned at 5:32pm.

- Vickie Livingston