

Carthage Public Library District
Board of Trustees Meeting
October 9, 2023

President John Dittmer called the regular meeting to order at 4:34pm. Also present were Sarah Talley, Rose Fisher, Vickie Livingston, Ann Thompson, and Director Amy Gee. Rebecca Eagan joined the meeting at 4:45pm. Andy Bastert was absent.

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

Financial Reports

- Andy was unable to attend the meeting, but sent summaries for third quarter and the transaction report.
- For the FY 22-23, there was no auditor report yet, so not quite ready to close out that FY.
- Note, \$1,000.00 was paid to the historical society for paper digitizing.

Director's Report

- Amy presented the monthly director financial and circulation reports.
- Amy attended the Rural Director's meeting and will provide some information gained.
- Amy & Tori attended the Rural & Small Libraries Conference in September. The conference went well and they had several great sessions.
- Oct 17th – IL Libraries presents Grace Lin, a middle grade author.
- Oct 19th – the Long Distance Librarian meeting will be hosted by CPL.
- We received a donation of books from the United Way, from their 9/11 Commemoration book drive.
- RSA – Will have an updated agreement in spring for the circulation software.
- If you're using the audiobook app, Axis360 has been rebranded as Boundless. Patrons will need to download the new app, but the log-in is the same library card information.

Friends of the Library Report

- Annual Patron count data will be collected Oct 16-21.
- Friends of the Library week is Oct 15-21. Gift basket raffle donations are being collected now. Tickets will be sold 11-14 through 12-14.

Policy Updates

- Auditing officer/ Whistleblower officer defaults to the regional state's attorney. Should consider adding a board member to that role instead. Can be any time in the next 2 years.
- Paid Leave for All Act – Amy is still working through the details. She provided a copy of her notes from the last meeting to discuss the topic further.
- Some discussion was held on accrual vs front-loading hours off. Amy is leaning toward accrual, b/c the employee's schedules are so varied. Some employees are also entitled to earnings from previous years.

New Business

Virtual Library Tour – scheduled Wed Oct 18th starting at 10am. Expected to last ~30 minutes. This is the photo shoot by MWP discussed at Sept meeting. It's already been paid for. Used the remaining storytelling grant, and part of the fundraising grant (not finished yet).

Per Capita Grant Chapters 5-8

- Reviewed the next 4 chapters. Discussion held on some topics. Noted we loan out more books than we borrow on a consistent basis through the interlibrary loan program.
- Grant narrative draft was distributed. The board is encouraged to read through for possible edits.

New Building

- Meeting with Darren scheduled for the November meeting (Nov 13th). Planning for 4:30 with time for discussion afterwards. Hope for an overview and discussion of the simplifying measures, where we currently stand, etc.
- Determined we still need ~\$850,000

Levy Ordinance – Connects to amounts from Budget and Appropriation Ordinance approved in September.

Motion to approve the levy ordinance was made by Ann. Sarah seconded the motion.

Roll call vote:

Ann – Y

Rose – Y

Sara – Y

Rebecca – Y

Vickie – Y

John – Y

The motion carries.

Fundraising – Fish Fry

- Paper goods have been picked up. Fish was picked up and is at the Eagles. Banners are up, so advertising is going well. Sarah will be shopping Wednesday.
- Still need donation boxes and some people to help fry fish.

Ann made a motion to adjourn; Rebecca seconded. The motion carried and the meeting adjourned at 5:47 pm.

- Vickie Livingston