

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

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

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

Amy informed everyone that no members of the public attended the open public hearing prior to the board meeting.

Financial Reports

- Andy was unable to attend the meeting, and no financials were shared.

Director's Report

- Amy presented the monthly director financial and patron reports.
- Amy distributed a corrected budget ledger sheet for July sheet.
- The circulation reports are remaining steady.
- The roof was repaired (the metal parapet covers that had blown off were reattached). The bill totaled \$500 including labor.
- A "Pete the Cat" story hour is touring the local libraries, including Carthage. This series of tours is courtesy of the Tracy Foundation Grant. The Carthage visit is September 18th.
- Amy completed our renewal of GALE and Ancestry databases.
- Amy informed the board that some libraries in the northern part of the state have been experiencing some bomb threats. All have turned out to be false so far.
- Tori has a lot of good things for middle and high school students happening this fall.
- No updates on the Seed Co grant.
- Good Neighbor Day is Sept 28th.
- So far the "Library Presents" series is going well. Oct 4th & 17th will be the next authors. Oct 4th is Stephen Graham Jones (horror novelist), and Oct 17th is Grace Lin (a middle grade author).
- The first week of Oct is Banned books week. There are some virtual programs planned. A discussion was held about banned books. So far it really hasn't been an issue for our library district.
- The audit is underway. Forms were distributed to each board member.

Unfinished Business

- 2022-23 – Financial Reports – The auditor would like some different system, preferably on the cloud, for quicken. Something that allows more users to see the financial reports.

New Business

FY 23-24 Budget and Appropriation Ordinance

- Some updated dates, but all figures are the same.

- No discussion was held
- Role Call Vote was held
 - Ann – Yes
 - Sarah – Yes
 - Rose – Yes
 - Vickie – Yes
 - Rebecca – Yes
 - John – Yes

- 6 yes votes, 0 no votes, 0 abstentions. All passed.

Virtual Tour

- MWP – Mid-West Pano – a photography studio reached out to Amy about virtual tours via Google. MWP would take panoramic photos, and connect them with hot spot details (determined by us). Then they would be set up online, connected to our website, and act like a virtual tour of our building.
- Cost
 - \$50/photo, with an estimated 20 photos
 - \$289 for hosting the website tour for 1 year
 - Total first year cost = \$1224.36
- Possible we could use some of the video grant, and some fundraising grant money to cover the cost. Amy is waiting on a reply about the grant funds.
- Turn around for this company is not bad, 1-2 business weeks. Would need approximately 30 min to photograph the inside and out.
- Lots of potential for “problem-solution” conversations.
- Sarah made a motion to begin the process with MWP. Rebecca seconded the motion, and the motion passed.

Per Capita Grant Chapters 1-4

- The Per Capita grant is due Mid January
- Amy provided notes on the first 4 chapters for review.
- Discussion was held on the pay period calendar section, and some weird language in the documents. For Core 13, we will need to update our personnel policy to comply with the “Paid Leave for All Workers” act.

New Building

- Rebecca reached out to some individuals of the graduating class of 2000 about fundraising.
- Brown County is currently out for bids again. Their BM is Sept 20th. Amy will let us know what they find out.
- Probably a good idea to plan a meeting with Darrin and new board members before the end of the year. Consider things like removing the drive through window before we submit the new plan for bids again. Trying to schedule for the November meeting (Nov 13th), pending Darrin’s schedule.

Fundraising – Fish Fry

- Planned for Oct 13th, 2023. Amy has made a flyer with details.
- Need 8-ish volunteers for the evening. Sarah has recruited Traci Twaddle.

- A sign-up sheet was passed around for volunteers to purchase/ make certain food items for the dinner. Ann will talk to the Friends of the Library as well. Should run monetary donations through the Foundation and not the library accounts.
- Sarah is working on the financials. Dorthey's market has donated \$400. Kohls might be willing to donate some as well.
- The Eagle's club has ordered banners for advertising. We are able to take things to the Eagles beforehand as well.
- Vickie will try to recruit some of the local scout troops to help serve or take to-go orders.
- Vickie will try to email some Hancock Co residents for advertising.

Rose made a motion to adjourn; Rebecca seconded. The motion carried and the meeting adjourned at 5:45 pm.

- Vickie Livingston