

Carthage Public Library District  
Board of Trustees Meeting  
June 10, 2019

President John Dittmer called the meeting to order at 4:30 p.m. Also present were Angie Perry, Donna Tracy, J.R. Parn, Andy Bastert, Michelle Bavery and Director Amy Gee. David Zanolla was absent. Incoming new trustees Rebecca Egan and Sherry Harris were also present.

Introductions were made. John thanked Michelle for her dedication and service to the library district and welcomed the incoming trustees. New trustees Rebecca Egan and Sherry Harris were sworn in.

Andy made a motion to approve the minutes of the May 13 meeting. J.R. seconded and the motion carried.

Angie presented the nominating committee's proposed slate of officers: John Dittmer, President; J.R. Parn, Vice President; Donna Tracy, Secretary; Andy Bastert, Treasurer. Sherry made a motion to approve the slate of officers as presented; Rebecca seconded the motion. Motion carried.

#### Financial Reports

Andy gave an oral treasurer's report. His printer was still down so he was not able to provide handouts; he will provide more detail next month.

Amy provided the financial reports for May, including the library budget spreadsheet, per capita expenditures by category, check list and bank balance reports, cash transaction report, and the desk fund report. The circulation report, wireless usage report, and database activity reports were also provided.

#### Librarian's Report

Amy presented the librarian's report, noting that 50 children participated in the activities at the farmers' market carnival on this date. She reported that Larry Hutchison fixed a leak in one of the pipes in the janitor's closet.

The summer reading program is starting; a copy of the flyer was provided.

Amy noted that the Board is no longer required to pass a prevailing wage ordinance or resolution – but is still required to pay prevailing wage as outlined in the Prevailing Wage Act.

Some discarded items need to be hauled to the citywide cleanup site on June 22. Andy will work with Amy to get the materials hauled to the site.

#### Committee Reports

The Friends of the Library will have their next meeting on June 24<sup>th</sup>.

The Foundation now has a PayPal option. A donation "button" has been added to the Foundation page on the Library website.

### Unfinished Business

John provided a brief discussion of the building issues and plans to update the new trustees.

### New Business

J.R. made a motion to approve the .02% Building Maintenance Levy Ordinance; Angie seconded. Motion carried.

Andy made a motion to set the non-resident fee at \$137.00; Sherry seconded. Motion carried.

The working budget for 2019-2020 was presented, including the required minimum wage increases. J.R. made a motion to approve the budget as presented; Sherry seconded. Motion carried.

Amy explained that the IMRF rate will be increasing to 18.45%. There is an option to gradually phase into the increase but the funds are available to pay it; decision made to pay it and not phase it in.

Amy discussed the renewal of the OCLC contract and recommended renewal. Donna made a motion to approval the renewal of the contract; Angie seconded. Motion carried.

Amy discussed the current and available databases. She would like to add a test prep database and possibly a cooking database. She will send an email with a link for trustees to look at before the July meeting.

Updated Board member contact information was provided for members to verify accuracy. Amy will update any changes and provide the information in July.

A list of suggested meeting times and dates for FY 2019-20 was provided. J.R. made a motion to approve the dates/times as presented; Rebecca seconded. Motion carried.

Donna and J.R. volunteered to audit the secretary's book. Michelle had a few items to finalize; Amy will let Donna and J.R. know when it is available for review.

Michelle made a motion to adjourn; J.R. seconded. The meeting was adjourned at 5:32 p.m.

Donna Tracy, Secretary