

Carthage Public Library District
Board of Trustees Meeting
July 13, 2020

4:00 p.m. Committee of the Whole phone conversation with John Chrastka of everylibrary.org

President John Dittmer called the regular meeting to order at 4:43 p.m. Also present were Donna Tracy, Sherry Harris, Angie Perry, Andy Bastert, J.R. Parn and Director Amy Gee. Rebecca Eagan entered at 4:56 p.m.

Angie made a motion to approve the minutes of the June 8, 2020, meeting. J.R. seconded and the motion carried.

Financial Reports

- Andy presented the treasurer's report for June, including transaction, income/expense comparison by category, banking summary and end-of-month account balance reports.
- Amy provided the director's financial reports for June, including the library budget report, check list and bank balance reports, cash transaction report, reconciliation reports, and the desk fund report. The circulation report and the wireless usage report were also provided.

Andy left the meeting at 4:50 p.m.

Director's Report

- Amy presented the director's report, noting a revised version of the June 2020 financial report to replace the original that was included in the Board packets.
- All staff are now working in the building (rather than from home). Tori will be assuming the children's programming position and a new circulation clerk will be hired.
- Joyce Buckert will be providing a genealogy program.
- The LBSS Grant will provide a set of this year's Monarch Award books.

Old Business After some discussion, it was decided to wait until the April 2021 election to place the bond issue for the new library on the ballot.

Sherry left the meeting at 5:01 p.m.

Committee Reports

Friends of the Library - no annual meeting

Foundation - treasurer's report distributed; group is working on revision of the by-laws

New Business

- J.R. made a motion to approve the Tentative Budget & Appropriation Ordinance as presented; Rebecca seconded and the motion passed.
- The proposed FY 2020-21 Board meeting dates were presented. Rebecca made a motion to approve the meeting dates as presented; Donna seconded and the motion carried.
- Amy informed the Board of a proposed change in janitorial staffing from Belinda Price to her daughter Anna. As a new employee, Anna will need a background check but no contract.
- Amy discussed upcoming database renewals, noting that the Gale resource was not extensively used and the temporary access to Ancestry from home may be discontinued. Increasing the Ancestry subscription to include home access was discussed.

- Angie and John will audit the Secretary's records prior to the August meeting.
- Amy informed the Board that a "YES" Committee has formed in support of the building project.
- A fundraising committee will be needed if the building grant is received.
- The Director's evaluation was discussed and signed by Amy and John.

J.R. made a motion to adjourn; Rebecca seconded. The meeting was adjourned at 5:49 p.m.

Donna Tracy, Secretary