

Carthage Public Library District  
Board of Trustees Meeting  
June 8, 2020

President John Dittmer called the meeting to order at 4:35 p.m. Also present were Donna Tracy, Sherry Harris, Angie Perry, Andy Bastert, Rebecca Eagan and Director Amy Gee. J. R. Parn was absent.

Rebecca made a motion to approve the minutes of the May 11, 2020, meeting. Sherry seconded and the motion carried.

Financial Reports

- Andy presented the transaction report for May, the fiscal year-to-date report and the end-of-month account balance reports.
- Amy provided the director's financial reports for May, 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. Amy noted that the wireless usage indicates continued usage despite the library closure.

Director's Report

- Amy presented the director's report, noting that curbside service began on May 21. She plans for limited opening to patrons in the building on July 1.
- Keyboard covers were ordered for the computers.
- The FY2020 Illinois Public Library Per Capita Grant for \$5312.50 has been awarded.

Old Business None

New Business

- The 2020-21 salaries and working budget proposal was presented; the proposed working budget includes mandated minimum wage increases.
- The finance committee recommended the Director's annual salary increase 5.1% to \$40,020.00. Donna made a motion to approve the proposed 2020-21 working budget as presented; Rebecca seconded and the motion carried.
- Andy made a motion to approve the .02% Building Maintenance Levy Ordinance as presented; Rebecca seconded the motion. The motion carried with 6 ayes, 0 nays, and 1 absence.
- Sherry made a motion to approve the Non-Resident Fee Ordinance as presented; Rebecca seconded and the motion carried.
- Donna made a motion to approve the FY2021 OCLC Contract as presented; Angie seconded and the motion carried.
- Andy made a motion to approve the Otis Elevator contract renewal as presented; Sherry seconded and the motion carried.
- Amy reported the continued expectation that the library construction grants will be awarded by the end of June and she has begun working on ideas for fundraising. Board members are requested to submit names of potential fundraising committee members at the July meeting.
- Amy will contact John Chrastka of [everylibrary.org](http://everylibrary.org), a non-profit group that supports libraries and fundraising efforts, to arrange a meeting with the Board as a committee of the whole at 4:00 p.m. prior to the July 13 meeting to advise our fundraising campaign.

- David Pistorius will work with the Board to adopt a bond issue resolution for construction of the new library; the resolution must be adopted by August 17th for the November 2020 ballot.
- The Director's evaluation was postponed until the July meeting; board members who have not yet done so are requested to complete the evaluation form and send it to Donna as soon as possible for compilation.

Andy made a motion to adjourn; Sherry seconded. The meeting was adjourned at 5:43 p.m.

Donna Tracy, Secretary