

Carthage Public Library District
Board of Trustees Meeting
February 8, 2021

President John Dittmer called the regular meeting to order at 4:35 p.m. Also present were Donna Tracy (remotely via Cisco Webex), Angie Perry, Andy Bastert, J.R. Parn, Sherry Wright, Rebecca Eagan (remotely via Cisco Webex) and Director Amy Gee.

J.R. made a motion to approve the minutes of the January 11, 2021, meeting. Andy seconded and the motion carried.

Financial Reports

Andy presented the treasurer's report, including income/expense comparisons by category, account balances, and the monthly transaction report.

Amy provided the director's financial reports for January, including the library budget spreadsheet, check list and bank balance reports, cash transaction report, desk fund report, circulation report and a revised circulation report for September 2020.

Director's Report

Amy presented the director's report, highlighting the following:

- Regular Saturday hours have resumed.
- The library continues to close at 7 p.m. rather than 8 p.m.
- The elevator passed inspection.
- Additional COVID-19 related expenses have been reimbursed.
- Circulation numbers are "not doing so badly" despite the pandemic.
- Amy plans to take vacation time in April.
- The Eureka Public Library donated a newer microfilm reader with print capability; a dedicated computer and monitor will be needed.
- Amy will send the directors a link to the RAILS youtube site.
- The ILA Legislative Meet-up will be available on February 26 via Zoom.

Old Business

- The annual Per Capita grant is ready to submit.
- The library's insurance policy was reviewed by J.R. and determined acceptable for renewal.
- John distributed the comptroller's report. Andy made a motion to approve it for submission; J.R. seconded and the motion was approved.

New Business

- Amy provided statement of economic interest forms for the directors to be completed and signed.

- Methods and potential policies for resumption of programming were discussed. It was suggested that a signed waiver of liability be considered; the consensus was that the Library recommend mask wearing and social distancing by clients and that clients be liable for any non-compliance.

Construction Project & Funding

- The fundraising PowerPoint with additional bond issue slides was viewed.
- Amy reported on the fundraising efforts to-date.
- Dates/plans for public informational meetings were discussed. Meetings will be held at 4:00 p.m. on February 11 and February 25 at Fortress Bank.
- Andy spoke with Cy Hickenbottom who recommended using a carefully selected quality general contractor to work with the architects; Cy volunteered to work with the general contractor in support of the building project.
- The idea of a 50/50 raffle was discussed with consensus to hold on that for now.

J.R. made a motion to adjourn; Andy seconded. The meeting was adjourned at 5:51 p.m.

Donna Tracy, Secretary