

Carthage Public Library District  
Board of Trustees Meeting  
January 11, 2021

President John Dittmer called the regular meeting to order at 4:32 p.m. Also present were Donna Tracy (remotely via Cisco Webex), Angie Perry, Andy Bastert, J.R. Parn, and Director Amy Gee. Sherry Wright joined the meeting at 4:38 p.m. via Cisco Webex and Rebecca Eagan entered the meeting at 4:40 p.m.

J.R. made a motion to approve the minutes of both the December 14, 2020, Committee of the Whole meeting and the regular meeting. Andy seconded and the motion carried.

### New Business

- Ordinance 2021-01, providing for the submission of the proposition of issuing \$1,200,000 Library Bonds to the voters of the District at the consolidated election to be held on April 6, 2021, was read and discussed. Andy made a motion to approve the ordinance; Rebecca seconded the motion. After a roll call vote the motion carried 7-0.
- Ordinance 2021-02 approving a plan and estimate of cost in connection with certain library improvements in and for the District and setting a meeting date of Tuesday, March 9, 2021, (6:00 p.m./Baptist Church) was read and discussed. J.R. made a motion to approve the ordinance; Angie seconded the motion. After a roll call vote the motion carried 7-0.
- Andy made a motion to authorize President John Dittmer and Secretary Donna Tracy to sign the bonding agreement with First Midstate on behalf of the Board. J.R. seconded the motion. The motion carried.
- The renewal of the library's insurance policy with Bliss-McKnight, Inc. was discussed.

### Financial Reports

Andy presented the treasurer's report, including income/expense comparisons by category for December 2019/2020 and for 7/19-12/20, account balances, and transaction report.

Amy provided the director's financial reports for December, 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 October 2020.

### Director's Report

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

- Regular Saturday hours will resume on January 16, 2021.
- RAILS is offering an online Roundtable for Trustees on January 20, 2021. Trustees wishing to participate should verify their L2 accounts in advance.

## Old Business

- Old, unused laptops purchased with grant funds must be returned to the State Library but may be retained to check out to patrons. Director Gee presented a proposed user agreement; the addition of wording to remove the library from liability for patron passwords and documents was proposed. Donna made a motion to approve the agreement with the proposed changes. Rebecca seconded and the motion carried.
- Chapters 6-13 of *Serving our Public* were discussed using Director Gee's summary notes.

## Construction Project & Funding

- J.R. reported that the TIF district agreement option is not available.
- Amy reported on the fundraising efforts to-date.
- Dates/plans for public informational meetings were discussed. A meeting will be held at 4:00 p.m. on February 11, 2021, at Fortress Bank.
- An informational flyer was reviewed and discussed with agreement that it should emphasize the \$1,200,000 cost of renovating the current facility.
- The beanstalk concept will be used to visually track donations.

Rebecca made a motion to adjourn; J.R. seconded. The meeting was adjourned at 6:18 p.m.

The next meeting will be at 4:30 p.m. on Monday, February 8, 2021.

Donna Tracy, Secretary