

Carthage Public Library District
Board of Trustees Meeting
June 14, 2021

President John Dittmer called the regular meeting to order at 4:30 p.m. Also present were Donna Tracy, Angie Perry, Sherry Wright, J.R. Parn, Rebecca Eagan, Sarah Talley and Director Amy Gee. Andy Bastert joined the meeting at 4:35 p.m. via telephone.

John Dittmer, re-elected trustee, and Sarah Talley, new trustee filling a 2-year vacancy, were sworn in by Donna Tracy, Secretary.

Angie Perry was recognized for her 44 years of service as a library trustee. J.R. made a motion to name her Board Member Emeritus; Rebecca seconded and the motion carried. Angie was presented with a certificate of appreciation, a certificate naming her as Board Member Emeritus, and a paver in her honor will be placed at the newly constructed library.

The proposed slate of officers was presented by the nominating committee with no changes to the current officers. Sherry made a motion that the slate of officers be elected as proposed; Rebecca seconded and the motion carried: John Dittmer, President; J.R. Parn, Vice President; Donna Tracy, Secretary; Andy Bastert, Treasurer.

J.R. made a motion to approve the minutes of the April 12 and May 10, 2021, meetings; Sherry seconded and the motion carried.

Andy Bastert made the following official statement of recusal relating to the bonds for construction of the new library:

Trustee Andy Bastert publicly announced that he is an employee of Fortress Bank (the "Bank"), one of the purchasers of the Bonds. Trustee Bastert publicly stated that he would not participate in any manner, including as a representative of the Bank, in the negotiation of the contract with the District for the purchase of the Bonds and would not participate in the deliberations of the Board regarding such contract or the deliberations regarding the Ordinance. Whereupon, Trustee Bastert excused himself from that portion of the meeting.

Andy Bastert left the meeting at 4:37 p.m.

David Pistorius, Senior Vice President of First Midstate Inc., presented the Bond Ordinance and explained each section. Three banking institutions purchased the bonds and the funds will be wired into the library "project fund" on June 29, 2021. A separate "bond and interest fund" will be needed for the tax levy dollars. He noted that the bonds are federally tax exempt for the buyers and must be spent within 3 years; therefore, he recommends expending bond funds before grant funds.

J.R. made a motion to approve Ordinance 2021-04, an Ordinance providing for the issue of General Obligation Library Bonds, Series 2021, of the District, for the purpose of building and equipping a new library facility, constructing site improvements and furnishing necessary equipment in connection therewith, providing for the levy and collection of a direct annual tax sufficient for the payment of the principal of and interest on said bonds, and authorizing the

sale of the bonds to the purchaser thereof. Rebecca seconded the motion and the motion was approved 6-0 with a roll call vote: John, aye; Rebecca, aye; Sherry, aye; J.R., aye; Sarah, aye; Donna, aye.

Sarah left the meeting at 5:13 p.m.

A brief recess was taken to allow President John Dittmer and Secretary Donna Tracy to sign the bonding agreement with First Midstate on behalf of the Board and for all to share refreshments in honor of Angie's service to the Board.

Financial Reports

The treasurer's reports, including income/expense comparisons by category, account balances, and transaction reports were presented with no questions.

Amy provided the director's financial reports for May, including the library budget spreadsheet, check list and bank balance reports, cash transaction report, desk fund report, and circulation report. She noted that there will be funds available to move to the building fund at the end of the fiscal year.

Director's Report – presented with no questions/comments.

Rebecca asked about the need for the fundraising committee to continue to seek donations for the building project. The consensus was that they should continue due to the price increase of materials and the need for new furnishings in the new library.

Old Business

- Amy noted that her research indicates that the bond funds are considered debt, not income, so it appears that an audit will not be required this year unless we receive a sizeable donation that would surpass the required amount for an audit. She will contact potential auditors in January for next year.
- J.R. made a motion to revise the by-laws to move the section addressing Library Director continuing education from Article V to Article VI; Sherry seconded and the motion carried.

New Business

- Rebecca made a motion to approve the Director's salary of \$43,680 as proposed by the finance committee; Sherry seconded and the motion was approved.
- Sherry made a motion to approve the Janitor's salary with a 4.2% increase; J.R. seconded and the motion was approved.
- J.R. made a motion to approve the working budget for 2021-2022 as presented; Rebecca seconded and the motion was approved.
- The Board meeting dates for 2021-2022 were presented and approved.
- Donna made a motion to renew the OCLC contract for 2021-2022; Rebecca seconded and the motion was approved.

- The potential need to increase insurance coverage was discussed; J.R. will compare costs.
- The required topographical and boundary surveys for the grant have been completed and a copy was passed for review by the trustees.
- Amy will submit the required timeline. Groundbreaking will be scheduled for December of 2021.
- A contract with the architectural firm will need to be finalized.

Angie read a letter accepting the position of Board Member Emeritus and expressing her appreciation for her years with the Board.

Angie (and Donna) made a motion to adjourn; Sherry seconded. The meeting was adjourned at 6:26 p.m.

Donna Tracy, Secretary