

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

President John Dittmer called the regular meeting to order at 4:32 p.m. Also present were Donna Tracy, Andy Bastert, Sherry Wright, Sarah Talley, Board Member Emeritus Angie Perry, and Director Amy Gee. Rebecca Eagan entered at 4:47 p.m. Holly Fecht was absent.

Sherry made a motion to approve the minutes of the September 13 meeting. Sarah seconded and the motion carried.

Financial Reports

Andy presented the treasurer's report, including the Q1 banking summary, account balances, and transaction report.

Amy provided the director's financial reports for September, including the library budget, check list and bank balance reports, cash transaction report, desk fund report, circulation report, wireless usage report, and database activity reports.

Director's Report

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

- Tori is on maternity leave and plans to return December 1st.
- A live meet the author program will be offered via Zoom.
- Current clubs/activities were briefly reviewed.
- The Tracy Foundation grant application for \$1000 is ready for submission with approval from the Tracy Foundation to apply for \$9000 next year.
- The Per Capita Grant is due in January and requires a review of the standards. Copies of the standards were provided for trustees to review prior to the November meeting.
- The purchase of a couple of new patron computers will soon be necessary; the consensus was that Amy shop for the best computers/best price.
- The Friends of the Library conducted an October patron count.

Committee Reports

- Friends of the Library – seeking donations of baskets and fillers for the gift basket fundraiser
- Foundation – still receiving donations for the building fund; discussing the need for crime insurance; pledge of \$1000 donation from Lions Club

Rebecca Eagan entered the meeting at 4:47 p.m.

Old Business

A proposed Crime Insurance policy from Travelers Casualty and Surety Company of America was discussed. J.R. Parn was contacted; he responded that the policy as proposed fulfills the stated requirements for coverage.

Sherry made a motion to approve the purchase of the policy with an effective date at the end of the current policy; Sarah seconded and the motion was approved.

New Business

Sherry made a motion to approve the 2022 Holiday Schedule as presented; Rebecca seconded and the motion was approved.

Andy made a motion to approve the Budget and Appropriation Ordinance as presented. Sherry seconded. Motion was approved with a 6/0 roll call vote.

Construction Project & Funding

- Andy reported that the transfer of the deed for the new building site is ready for signatures.
- State Library Reports and requirements were presented.
- Amy, Donna, and John shared information from the meetings with Darren from Studio GC. The members of the Board indicated that they prefer to function as a planning committee of the whole rather than appoint a working committee to represent the Board.
- Three different building design plans were reviewed and discussed. A vote was taken to decide whether to have 1 or 2 sets of double doors on the east wall of the community room into the main library; the vote was 5 to 1 to have 2 sets of double doors.
- Donna made a motion to approve the design plan that has 2 double doors from the community room (attached); Sherry seconded the motion and the motion was approved.
- Design concepts were shared and discussed with total consensus of the Board for cool interior design colors, birch woods, and brick with texture and variation in color (as opposed to flat solids).
- Amy will arrange the next meeting with Darren/Studio GC at 3:00 p.m. on Tuesday, October 19th, and request that he bring samples of aluminum and bronze window finishes if possible.
- John noted that he has been very pleased so far with the work of Darren and Studio GC.

Donna made a motion to adjourn; Sarah seconded. The meeting was adjourned at 6:14 p.m.

Donna Tracy, Secretary

