

Carthage Public Library District
Board of Trustees Meeting
September 13, 2021

The Budget and Appropriations Hearing was held at 4:00 p.m. with John Dittmer, Donna Tracy and Amy Gee in attendance. No members of the public attended.

President John Dittmer called the regular meeting to order at 4:33 p.m. Also present were Donna Tracy, Andy Bastert, Sarah Talley, and Director Amy Gee. Rebecca Eagan joined the meeting at 4:36 p.m. Sherry Wright was absent.

Holly Fecht was sworn in by President John Dittmer to fill the trustee vacancy left by the resignation of J.R. Parn.

Sarah made a motion to approve the minutes of the August 3 and August 9 meetings. John seconded and the motion carried.

Financial Reports

Andy provided the Treasurer's report with an explanation of the various accounts and monthly reports for the benefit of the newer trustees.

Amy provided the director's financial reports for August, including the library budget, check list and bank balance reports, cash transaction report, desk fund report, circulation report, and an updated July circulation report.

Director's Report

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

- Ten children attended the coding club meeting; no children attended the preschool story hour.
- The Friends of the Library are planning a gift basket raffle.
- The Tracy Family Foundation has agreed to allow a grant application of \$1000 this year and \$9000 next year rather than the annual \$5000 application in order to allow for funds to be directed toward the new library.
- Total donations to the Foundation for the new building as of August 27 (including the value of the land) are \$312,783.00.

Old Business

Amy reported that the underwriters did not approve the proposed Auto Owners crime policy; Ramsey Financial is continuing to seek an approved policy. In the meantime, the existing treasurer's surety bond is still active.

Amy reviewed the FY 20-21 financial reports and discussed funds to be encumbered. Undesignated funds of \$54,751.10 can be encumbered for and transferred to the Building Fund. Amy requested that an additional \$903.16 of unexpended grant funds be encumbered and reserved to purchase a new stove for the new library. Andy made a

motion to encumber \$55,654.26 (\$54751.10 unexpended general funds plus \$903.16 grant funds earmarked for a new stove for the new library) to the building fund; Rebecca seconded and the motion was approved.

New Business

Andy made a motion to nominate Sarah Talley as Vice President to fill the vacancy left by the resignation of J.R. Parn; Holly seconded and the motion was approved.

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

The proposed contract for architectural services with Studio GC was reviewed and a conference call was placed to Studio GC to discuss questions and clarify revisions regarding the contract and review next steps in the process.

Following the conference call, Donna made a motion to accept the contract with Studio GC with the revisions noted; Sarah seconded the motion and the motion was approved.

Amy reported that the grant agreement with the State Library for the new building has been signed.

Andy reported that the transfer of deed for the property for the new building is still pending.

The possibility of meeting twice monthly during the building phase of the new library was discussed, along with the idea of a small committee to represent the Board. No consensus was reached. Amy will notify the Board members when the Studio GC representatives are scheduled to be in Carthage.

Andy made a motion to adjourn; Sarah seconded. The meeting was adjourned at 5:36 p.m.

Donna Tracy, Secretary