

Carthage Public Library District  
Board of Trustees Meeting  
July 11, 2022

President John Dittmer called the regular meeting to order at 4:34 p.m. Also present were Donna Tracy, Vickie Livingston, Andy Bastert, Rebecca Eagan, Trustee Emeritus Angie Perry and Director Amy Gee. Sarah Talley entered at 4:36 p.m. Sherry Wright was absent.

Andy made a motion to approve the minutes of the June 20, 2022, meeting. Rebecca seconded and the motion carried.

### Financial Reports

Andy presented the treasurer's report, including the income/expense comparison by category, account balances, and transaction report. He noted that Library Project Fund account is for the bond funds.

Amy provided the director's financial reports, 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:

- Books on CD usage is declining; it may be necessary to consider adding another on-line resource.
- Attendance has been sporadic at library events.
- An LBSS grant will provide a complete set of the Bluestem Books.
- The Library Foundation group met on June 24<sup>th</sup>. They will be putting most of their funds and building fund donations into a 15-month CD.
- Our official service area population has declined from 4,250 to 4,106.
- The State Library indicated that they will extend the grant timeline if needed.
- At the end of the 3-year timeline for expending the bond funds the yields are restricted – the library can't earn more in interest than the bond holders are receiving.

### Old Business

- Donna made a motion to approve the proposed Collection Management Policy with three revisions; Sarah seconded and the motion was approved.
- Rebecca made a motion to approve the proposed amendments to the Personnel Policy with one revision, retroactive to FY 2018-19; Sarah seconded and the motion was approved.

## New Business

- Andy made a motion to approve the Tentative Budget & Appropriation Ordinance as presented; Rebecca seconded and the motion was approved.
- Sarah and Sherry were appointed to audit the FY 21-22 secretary's records.
- Amy reported that the quarterly construction grant report is due July 15.

## Plans for New Building

Amy shared the revised exterior rendering of the new building and reviewed proposed changes, including a revised budget projection from Studio CG.

The need for a renewed fundraising campaign was discussed. Rebecca, as fundraising chair, will begin working on fundraising projects.

Andy left the meeting at 5:03 p.m.

Sarah made a motion to adjourn, Vickie seconded and the meeting was adjourned at 6:02 p.m.

Donna Tracy, Secretary