

Carthage Public Library District
Board of Trustees Meeting
March 14, 2022

President John Dittmer called the regular meeting to order at 4:32 p.m. Also present were Donna Tracy, Andy Bastert, Holly Fecht (via Internet), Sherry Wright and Director Amy Gee. Sarah Talley entered the meeting at 4:34 p.m. Rebecca Eagan was absent.

Andy made a motion to approve the minutes of the February 14, 2022, meeting. Sherry 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.

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. Amy noted that a credit card payment had not cleared on time but the issue has been corrected.

Director's Report

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

- The use of library computers by middle school students has not returned to pre-pandemic level. Sarah noted that the students have been issued Chromebooks by the school district.
- The plumber has been called about a leak from the upstairs bathroom.

Old Business

- The annual Statements of Economic Interests are due at the Hancock County Courthouse on May 2nd.
- The purchase agreement for the new copy machine is ready to be signed.

New Business

- Amy explained that the e-rate Category 2 Proposal, if approved, would result in e-rate paying 70% and the Library District paying 30%.
- Completed Library Director Evaluation forms are due at the April regular meeting.

Plans for New Building

- Darren Schretter (Studio GC Architect) presented a breakdown of the expected costs to construct the new building. He noted that the items previously identified as alternate bids (to reduce construction costs if necessary) will

instead be the primary bid items. The original items will become the alternate bid items and can be added back in if the budget allows.

- Darren also reviewed the bid process and target dates for the process: publication on March 31st with bid opening 3 weeks later.
- Asphalt shingle color options were viewed; Mission Brown was selected.
- Flooring options for the break room were viewed. Antico Stone Basilica Salt was selected. Breakroom cabinets and counter tops were also selected – Formica Elemental Stone and Wilsonart Brazilwood.
- Amy noted that the 3rd quarter construction grant report is due to the State Library by April 15th.

Andy made a motion to adjourn; Sherry seconded. The meeting was adjourned at 5:50 p.m.

Donna Tracy, Secretary