

Carthage Public Library District
Board of Trustees Meeting
April 8, 2024

President John Dittmer called the regular meeting to order at 4:33pm. Also present were Sarah Talley, Andy Bastert, Rebecca Eagan, Ann Thompson, Vickie Livingston, and Director Amy Gee. Rose Fisher was absent.

Rebecca made a motion to approve the minutes of the March meeting. Sarah seconded and the motion carried.

Treasurer Report

- Andy presented his financial reports.
- There was no discussion

Financial Reports

- Amy presented her financial reports.
- There was no discussion

Director's Report

- The circulation report was presented.
- Poetry month is coming up and there is a contest in the first part of April.
- There is a joint effort between the library and the legacy to stage some related events in a "Page to Stage" program.
- Please note the Temple Grandin presentation had to be postponed to June 4th.
- Trustee Training Portal – There are some upcoming live streams that would be helpful for trustees to watch. RAILS also has some useful trainings. The Illinois library system has some information on director evaluations & succession planning. Please note trustees are required to participate in one sexual harassment training annually. If you complete training like this for work, please provide Amy a copy of your documentation and that will count for your training.
- If you haven't turned in your statement of economic interest, please do so soon. They are due May 1st to the courthouse.
- Chromebooks – We need to start looking at our Chromebook policy for checking them out to patrons.
- Director's evaluations – Rose will compile results, so please complete the evaluation and email it to her at RTFisher57@gmail.com. Amy will email them out to everyone, and a hard copy is available in your board packet.

Friends of the Library

- Next meeting date is set for April 22nd.
- The annual meeting is May 6 at 6pm at Trinity Lutheran.
- Friends is planning a "Christmas in July" family friendly trivia night. It will be held July 2nd at the Baptist church. Cost is \$5 per person. Teams of 8 are going to be recommended.

New Business

Firewall & Internet Speed

- Amy is working on quotes for new equipment to increase our speed.
- The current firewall is fully functional and doesn't seem to be causing any problems at this time.

IL Libraries Presents

- Season 4 is \$135. Amy will renew. The upcoming author list looks really promising.

Educate Station

- This program provides databases of Pre-K – 5th grade curriculum. There is a trial log-in through April 15th. Currently there isn't a lot of demand for the materials. The board discussed and we will not subscribe at this time.

Website Updates

- Tori suggested an update of our website.
- There is an outline in packets for the proposed reorganization.
- Suggestions are welcome.
- One thing to consider is where to put links for the promotional videos.

Tracy Family Foundation & BobboFest Fundraiser

- We currently have around \$900 left in the TFF funds.
- It has been proposed to use some of it to pay for the entertainment at BobboFest 2024. The event organizers have already stated that half the proceeds will be donated to the library fundraiser.
- After some discussion, we determined we don't currently have a fundraiser to use these funds toward. Donating some of it to BobboFest makes sense, and ensures cost of running the event to be covered. We'll likely make the funds back and then some.
- Andy made a motion to give the funds to the organizers of BobboFest to help offset the cost of the entertainment. Ann seconded the motion and it passed.

Quarterly Report

- The figures are essentially the same as the last report.
- The narrative is updated for this quarter.
- A copy was included in the board packet for review.

The Finance committee is scheduled to meet in May. Tentatively looking at May 7th at 4pm.

Building Updates

- Andy presented a potential contractor who is local and can do the faux brick exterior we have been considering. Evan Longnecker is based out of Ft. Madison and did the brick work for CVS and Dollar General. He quoted \$16/ sq ft for the faux brick, and \$12/ sq ft for a stucco exterior. Andy will share the contact information and quotes to the contractor.
- Meeting with Darren – requesting updates on cost. Wondering if it's possible to acquire contracts like the above proposal.
- The current fundraiser is getting some traction. Ruth Royalty is helping to push it with a letter to the Editor sometime soon.
- Currently have approximately \$4 million (including the loan)

Rebecca made a motion to adjourn; Andy seconded. The motion carried and the meeting adjourned at 5:56pm.

- Vickie Livingston