

Carthage Public Library District  
Board of Trustees Meeting  
February 13<sup>th</sup>, 2024

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

Andy made a motion to approve the minutes of the January 8 meeting. Rose seconded and the motion carried.

Financial Reports

- Bond payments are smaller than previous amounts, as they're on 6 month cycles now.

Director's Report

- Amy presented the monthly director financial and circulation reports.
- The library had 2 snow days in January.
- Programs resumed at the end of January – The library programs are cancelled when the school is closed.
- SOAR is on pause, due to lack of volunteers.
- The middle school “Nerf Gun Night” went well. Had 9 kids attend, and several requests to hold it again.
- Library Presents program for Feb features a romance author. It will be held Feb 20<sup>th</sup>.
- Puzzle swap has had some participation.
- Considering a board game swap in Feb.
- Currently holding a reading challenge “Reading Around the Town” – participants submit photos showing themselves reading at various locations.
- Family Fun Fair was a huge success this year. Estimated 300+ kids, and 60+ adults, with lots of folks not signing in.

Fundraising – Friends of the Library

- History of American Pies is scheduled for 3/7/24 at the Baptist Church. The Friends will bake pie for refreshments for this event, but not holding a pie sale this year.
- \$1585 raised from basket raffle was given to the Foundation.
- Possible “Christmas in July” trivia night July 2<sup>nd</sup> at the Baptist Church.

New Business

- Virtual tour is live on the website. The interview Amy gave with Colin Weber is also linked. Take a look, share your thoughts and share the link on your social media accounts please.
- ERATE – internet discount annual renewal is due. This includes equipment for the new building. Currently it's a discounted cost of \$62.97/ month and a 70% discount on equipment purchases.
- Had the first pay period with the new leave policy – 0.25 hours per 1 hour worked.
- Gladys Brooks Foundation – \$50-150k. Available for capital construction and library grants. They would prefer a specific aspect of a larger project. The information needed for the grant

proposal letter cannot be seen until submitting a request form, but then you only have two weeks to submit the letter. The board agrees they will support Amy in whatever she adds to the grant.

- USDA Rural development webinar recently indicated there might be grant money available there too.

#### Foundation

- Haven't met recently
- Amy has deposited donations into the Foundation account.
- Some forms have been delayed with the Secretary of State office, but that is being resolved.

#### New Building - Meeting with Darren

- Some brick samples arrived, but we're looking into additional exterior options.
- The wall construction plans will remain unchanged.
- Amy outlined some additional cost saving measures, such as the trash enclosure, the drive up book return lane, windows, etc.
- The parking lot could be adjusted for our changes. The drive up lane could be added in the future as well.
- The landscaping will at least need to be grass. Looking into the city ordinances to see what's required.
- Can go through and pick some construction disciplines to use apprentice labor on. One company suggested carpentry, sheet metal, pipefitter, laborer and electric.
- Darrin will look at all the suggested changes and update the estimate.

Ann Thompson left the meeting at 5:10 due to a conflicting commitment.

#### Current Asset List

- Selling the current building could bring \$100k. Current foundation is about \$694,800. Keeping in mind a \$280k loan for 15 years is about \$2000 a month, which Andy thinks is feasible and appropriate.

#### Fundraising

- Trivia Night? Likely March or April.
- John is talking with someone who can do a general trivia evening.
- Amy will contact the winery for non-profit rates and their current availability.
- Could talk to PTO and see how their night went, and how they organized it. Also could consider the Eagle's club too.

Next board meeting – March 12<sup>th</sup>

Andy made a motion to adjourn; Rose seconded. The motion carried and the meeting adjourned at 5:48 pm.

- Vickie Livingston