

Carthage Public Library District  
Board of Trustees Meeting  
July 14, 2025

The July meeting was called to order by President John Dittmer. Members present were John, Ann Thompson, Vickie Livingston, Dean McHugh, Rose Fisher, and Director, Amy Gee. Motion was made by Dean to approve the minutes of the June meeting, seconded by Ann. The motion carried.

Andy presented financial reports. There is some money left in expended funds, he will need to check on the amounts to determine what we can spend.

Andy also presented the May-June financial report with some explanations. There were no questions or comments.

The budget spreadsheet was reviewed. Amy will reconcile amounts with actual income.

The circulation report was reviewed with no comments.

DVD and blu ray are still in use, the VHS tapes has been retired.

### **Librarians Report**

- Sci and Darren will do a site visit on July 25th if needed.
- Amy submitted a grant application to the Tracy Family Foundation for \$50,000.00 for shelving and furnishings for the children's area of the new building.
- The application to the LBSS (Library Book Selection Service) Endowment fund was approved. In August we will receive a set of the IL. Bluestem Award books.
- The State Library has notified us that our Per Capita Grant award will be \$6,056.35, \$41.06 less than last year, or one cent per capita less.
- Keara Weber, HCCC, is applying for a grant for a "Lawyer in the Library" program. Amy wrote a letter of support and partnership. If approved, there will be a licensed attorney visiting public libraries throughout the county offering free 20 minute legal consultations and printed legal forms to Hancock County residents. The program could begin in early August and continue for a year.
- Summer reading program continues with reading logs ending June 26th which must be turned in by July 31 to be entered into the prize drawings.
- A hot dog picnic at Jaycee Park will be on July 24th at 5:15, followed by a swimming party at 6:00.
- Regular children's programs will resume in September.
- The Euchre Club has had 7-8 people in attendance on Wednesdays with fewer on Thursdays.
- The crochet group meets every other Tuesday.
- Supt. Harnak is not using the library to meet with his ESL students. Amy's group meets on Thursdays evenings.
- At Fortress's Bank's Community Commerce day on June 13th, we set up a table of information.
- We will also have a booth at the Senior Expo sponsored by Senator Anderson and Representative Hammond at the Primary School on July 10th, 9:00-12:00.
- Book Club will meet July 17th and August 14th.

- The Hancock County Public Library Road Trip will continue through August.
- Dolly Parton's Imagination Library (DPIL) is now available in Hancock County. We are promoting the program for families with children under the age of 5 who will receive a free book in the mail monthly. Two hundred sixty children in the county have already registered.
- The United Way of the Great River Region is the administrator of DPIL, as well as the Retired Senior Volunteer Program (RSVP), for the county. The library is registered as a volunteer site. People aged 55+ are encouraged to register as an RSVP volunteer.
- The Chamber is working on Monthly Appreciation Promotions to celebrate groups of community heroes. There will be incentives from local businesses. We will offer up to 5 free items from the book sale carts per person.
- Library staff has been sorting through extra library materials determining what will be kept and moved.
- Early Beginnings will move their items on July 24th.

### **Friends of the Library**

- The June meeting contained a discussion on paid memberships while brainstorming benefits of being a dues-paying member to encourage the public to join. Ideas are:
  - Giving \$5.00 Friends of the Library cash that could be used to pay library fines or to purchase book sale items.
  - Inviting members to a special preview of the new library prior to opening to the public.
- Friends of the Library will meet July 28th at 5:00.

### **Updates and Agenda Items**

- After speaking with other library directors concerning the Whistle Blower Auditing Official, Amy advises to let it drop. If a situation arises, we will contact the State's Attorney.
- HB1910: This amends the Illinois Local Library Act providing that all libraries open to the general public in the state shall maintain a supply of opioid antagonists in an accessible location. Any Authorized personnel may administer an opioid antagonist to any person who the authorized personnel believes, in good faith, to be having an opioid overdose
  - on library grounds
  - in the immediate vicinity of the library
  - at a library sponsored event.

Requires libraries to ensure that during all operating hours, there is at least one person present in the library who has completed training in how to recognize and respond to an opioid overdose, including the administration of an opioid antagonist.

Requires the Director of the Department of Public Health to identify organizations qualified to offer the training. Provides that the health department of any county where a Library is located may provide, either directly or through providing necessary funds, a supply of opioid antagonists to the library. Allows the department to adopt rules to implement the provisions. Makes conforming changes in the Pharmacy Practice Act.

- Amy has contacted the HCHD to train the staff on July 29th. She believes they will provide the medication. After the bill is law, we will need to review some of our policies to include the requirements.
- For the Fortress Bank checking account, all current board members will be listed as authorized signers and any former members still on the account will be removed.
- Motion made by Ann Thompson, seconded by Dean McHugh, motion carried.
- Authorized signers are: Andy Bastert, John Dittmer, Rose Fisher, Vickie Livingston, Dean McHugh, Sarah Talley, and Ann Thompson.
- For authorized signers of the Marine Bank checking account Tammy Kost and Tori Buckert will be removed. Sarah Gates and Deanne Dawdy will be added.
- Motion made by Ann Thompson, seconded by Dean McHugh, motion carried..
- Authorized signers will be: Andy Bastert, Amy Gee, Karen Garnett, Sarah Gates, Wendy Hamer, Deanne Dawdy, and Lindsay Nichols.

### **Construction Project**

- Still waiting for the trusses to be delivered, the steel structure has been erected.
- Laverdiere's estimate has the project at just over 30% complete, and states overall the project is about 35% complete. Darren has suggested the overall project is 40% complete. Amy will send a letter from Darren to the state to request the first 30% of the grant funds.
- We will move and reuse the antique cupboard. Amy would like advice on how to cost efficiently restore it.
- Landscaping was removed from the general contractor plan. We receive a donation specifically for landscaping, so we will need to create a landscaping plan and get quotes. Darren suggested we will need something in place to hide the HVAC units in front of the building.
- Estimated construction details have been updated.
- We would like to hire movers specifically focused on moving libraries when moving time arrives.

### **Fundraising**

- From Bobbofest, we received \$4,500.00.
- We are selling bricks and pavers through July 15th.
- Level Up Your Giving goal is set at \$10,000.00. We have raised \$3,335.00 thus far.
- The Friends are considering a coin drive, "Be the Change with Your Change".

### **Donor Recognition**

- We need to decide a way to create and display donor plaques for the donations given to the new building.
- Should there be a special preview time for donors? If so, who do we invite?
- How should The Friends of the Library be included?

### **Unfinished business**

Rose compiled and read through Amy's Directors evaluation. It was noted how lucky we are to employ Amy in this position.

### **New Business**

- We reviewed the tentative Budget and Appropriation Ordinance. Andy made a motion to approve, Vickie seconded it and the motion carried.
- There will be a public hearing at 4:00 pm on Monday, September 8.
- We are questioning how much to ask for from the TIF district. We are also wondering if we request 3 installments over 3 years or one lump sum. Andy or John will speak to Mayor Smith.
- Ann and Rose will audit the secretary's book. This must be done before the end of August.

A motion to adjourn was made by Ann, seconded by Dean. The motion carried.

The next meeting will be Aug 11, 2025 at 4:30

Respectfully submitted,  
Rose Fisher  
Secretary  
Carthage Library Board of Trustees.