

**Carter Memorial Library**  
**Library Board Meeting**  
**Monday, May 18, 2020**  
**4:30 PM**

1. **Call to Order:** President Marge Franzke called the meeting to order at 4:30 p.m. via a Zoom Video Conference.

2. **Roll:** Those present were Director Julie Stobbe, President Marge Franzke, Stacey Wright, Tom Ellis, Ann Reise, Janet Abalan, Nicole Bahn, Cindy Ostrander, Barbara Hodgen, and guest Eileen Cimermancic.

3. **Public Comments:** No public comments. However, the board took a moment to thank Jim Braasch for his service to the board as a representative of the City Council. The board once again acknowledged the guidance and leadership that Marge Franzke, our outgoing president, has provided over the years she has served.

4. **Business**

a. **Reorganize Board**

i. President - After several declined nominations, Janet Abalan self-nominated for the office of board president. Her approval was unanimous.

ii. Vice President - Stacey Wright self-nominated for the office of board vice president. Her approval was unanimous.

iii. Secretary - Barbara Hodgen was nominated by Marge Franzke for board secretary. Her approval was unanimous.

iv. Treasurer - Nicole Bahn was nominated by Marge Franzke as board treasurer. Her approval was unanimous.

At this point, the meeting was turned over to the new board president, Janet Abalan.

b. **Minutes:** Bahn made a motion to approve the minutes from the April 20 board meeting. Ellis seconded. Motion passed.

c. **Revenues:** After brief discussion, a motion was made by Franzke to approve the March 2020 revenues as presented. The motion was seconded by Hodgen. Motion passed.

d. **Expenditures:** The expenditures for March 2020 were reported.

- A motion by Franzke was made to accept the March expenditures as presented and seconded by Wright. Motion passed.

e. **Fine Free Libraries**

- Board members have received information in both verbal and paper reports on the “going fine free” movement currently happening in many neighboring Wisconsin libraries. Director Stobbe led a short discussion and clarified some questions based on other library policies for books checked out through Omro. She summarized fine free benefits, the rationale behind the movement and some important distinctions between late fines, damages, lost books, and revenue impact. During this period of closures and limited service due to the coronavirus, the library is currently fine free. The board was asked to consider a motion for the Omro Carter Memorial Library to continue this short-term policy and to become a fine free library.
- Hodgen made a motion to have the Omro Carter Memorial Library become a fine free library effective June 15, 2020. (This is the beginning of the summer reading program.) The motion was seconded by Ellis. The motion passed.

**f. Library Rules of Conduct**

- Director Stobbe and staff have been working on new library rules of conduct for operations at the library after reopening to keep patrons and staff safe. Stobbe has also viewed a webinar on conduct for patrons and staff during the phasing in of library openings.
- It was suggested that this item on the agenda be tabled and be revisited at the June meeting. Director Stobbe will do more inquiry into how other area libraries are opening and will also be using the Badger Bounce Back plan as a guide. DPI may also come out with some helpful guidance. This item may be listed on June’s agenda as phases of opening or library rules of conduct.

**5. Informational Items:**

**a. March 2020 Vouchers Payable**

- There was no discussion on the March vouchers payable sheet.

**b. Statistics.**

- April statistics were skewed due to the library closure from April 1 to April 23, and curbside delivery since then.

**c. Director’s Report:**

- Curbside delivery hours are available Monday through Friday from 10:00 a.m. to 4:00 p.m. Although working well, curbside delivery is labor intensive.
- As of May 11, Winnefox has not started moving books in the system. As of May 6, there are over 32,000 active holds. The restart of this system will also be done in phases.
- Board members praised Director Stobbe and her entire staff for their flexibility, ingenuity, and care of patrons during this season we find ourselves in.

6. **Agenda Items**

- Agenda items for the June meeting will include the addition of phased reopening, strategic plan update, and start on the 2021 budget.

Former President Franzke was wished the very best in her move and in the new chapter of her life. She will be missed.

7. **Adjournment:** Hodgen made a motion to adjourn the meeting. The motion was seconded by Bahn. The motion passed and the meeting was adjourned at 5:16 p.m.

Respectfully submitted,  
Barbara Hodgen, secretary

**2020 Board Meeting Schedule**

Meetings will be held on the third Monday of each month at 4:30 p.m., with the exception of July and December.

June 15, 2020 Strategic Plan Up-date  
September 21, 2020  
November 16, 2020

August 17, 2020, Preliminary Budget  
October 19, 2020