

## Carter Memorial Library Board

Monday, June 17, 2019

4:30 PM

1. **Call to Order:** President Marge Franzke called the meeting to order at 4:30 p.m. in the Carter Memorial Library Alder Room.

2. **Roll:** Director Julie Stobbe, Lisa Sharkey, Marge Franzke, Barbara Hodgen, Stacey Wright, Tom Ellis, Jim Braasch, Nicole Bahn, Ann Reise. No guests present.

### 3. **Business**

A. **Board Picture:** The first order of business was a new board picture taken by Director Stobbe.

B. **Minutes:** Bahn made a motion to approve the May 20, 2019, minutes with corrections. Sharkey seconded the motion. Motion passed unanimously.

C. **Revenues:** May revenues were not discussed as they were not yet available. Per discussion held at the April meeting, May revenues will be reviewed at the July meeting. The board continued the discussion on CD rates which were brought up and reported in the May meeting. This is in regards to a \$50,000.00 CD currently at Fortifi Bank which comes due June 20, 2019. Braasch made a motion that Director Stobbe and Bahn research rates and terms of available CD's and make a decision to invest.. Hodgen seconded the motion. Motion passed unanimously.

D. **Expenditures:** April expenses were reviewed. Motion to approve expenditures was made by Wright and seconded by Ellis. All in favor and the motion was passed.

E. **Second Reading of the By Laws Article IV.** To comply with the board by-laws, Article IV Meetings, President Franzke read what constitutes the second reading of eliminating the July and December scheduled meetings. All bylaw changes have to be read into the minutes for three consecutive meetings. The second reading by President Franzke, "The regular meetings shall be held each month with the exception of July and December, the date and hour to be set by the board at its annual meeting." Meetings will be held on the third Monday of the month at 4:30 p.m.

### 4. **Informational Items:**

A. **Statistics.** Members reviewed the May 2019 statistics. Director Stobbe stated the summer reading program officially starts on Wednesday, June 19, with a presentation from Mosquito Hill. She remarked the summer reading program unofficially began as soon as the Omro School District dismissed students for the summer.

B. **April donations.** There was a general discussion and gratitude expressed on April donations.

C. **Public Relations Coordinator.** President Franzke read a letter written by Becky Sells and addressed to the board of directors. Director Stobbe provided a copy of the letter to each board member. Becky's letter highlighted four key questions:

1) How much money do you need to raise?

- 2) How much money do you have already?
- 3) Will you build, expand, or go with City Hall?
- 4) When do you hope these plans come to fruition?

President Franzke suggested that each board member come up with answers for Becky and bring them to the July Board Meeting. This will be added as an agenda item for the meeting. Board members suggested a script for Becky would be helpful to her in addressing these questions from the Omro Community. In the meantime, it was reported by President Franzke and Director Stobbe that Becky is doing a great job in her role as library Public Relations Coordinator. She has assisted tremendously and with knowledge with the Library's work on its strategic plan along with meeting many other objectives that she was tasked with.

D. Director's Report: Director Stobbe provided Board members with a written director's report this month. Stobbe explained that this is a standard for a tier 1, 2, and 3 library. The directors report included webinars that library board trustees could be involved in. Also included was an update on the involvement of Master Gardner's ongoing work on the landscaping of the library, Battle of the Books program supported by the library, a picture of Becky at the Farmers Market and an invitation to promote our library at the Winnebago County Fair.

5. **Agenda Items:** Same format as May with the addition of Becky Sell's questions along with the third reading of Article By Laws IV.

6. **Adjournment:** Braash made a motion which was seconded by Sharkey to adjourn. Motion passed unanimously. Adjournment was at 5:34 p.m.

Respectfully submitted,  
Barbara Hodgen, secretary

### **2019 Board Meeting Schedule**

Meetings will be held on the third Monday of the month at 4:30 p.m.

July 15, 2019

August 19, 2019

September 16, 2019

October 21, 2019

November 18, 2019

December 16, 2019

Respectfully submitted,  
Barbara Hodgen, Board Secretary