

## **Carter Memorial Library Board**

Monday, January 20, 2020

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:** Those present were, President Marge Franzke, Stacey Wright, Ann Reise, Jim Braasch Nicole Bahn and Director Julie Stobbe, Absent Barbara Hodgen and Tom Ellis. Others present: Janet Abalan citizen.
3. **Public Comment:** None
4. **Business:**
  - a. Minutes: Bahn made a motion to accept the minutes of the November 18, 2019 meeting with a second by Reise. Motion passed.
  - b. Revenues: Braasch made a motion to accept the October and November 2019 revenue reports Reise seconded. Motion passed.
  - c. Expenditures: the board reviewed the October and November expenditures with discussion on the November expenditures. Braasch motioned to accept the October expenditures and asked the November expenditures be checked and presented in February. Bahn seconded. Motion passed.
  - d. Up-date on 431 E. Huron St. (May Property): Painting, and carpeting has been completed. An ad has been put in the local paper for renter. Franzke showed pictures of the carpeting, painting and the curtains she hung going upstairs, in the large bedroom and the shower curtain.
  - e. City Consultant discussion: Stobbe suggested Becky Sell Public Relations Coordinator put together a booklet on behalf of the library to include our need, our vision, our Strategic Plan and other relevant materials for the consultant. Board felt that it would be helpful.
  - f. Fine Forgiveness: Stobbe shared information on how Oshkosh, Neenah and Menasha are working on Fine Forgiveness in 2020. Stobbe will continue to gather information on Fine Forgiveness in the Winnefox libraries. Discussion will continue at future board meetings.
5. **Informational Items:**
  - a. Lisa Sharkey resignation from Board: Braasch motioned to accept Lisa Sharkey's resignation with regret. Wright seconded. Motion passed.  
Franzke will send an official letter to Lisa. If anyone has a recommendation for a new board member, they were asked to send the name to Director Stobbe to contact.
  - b. Up-date on 2020 Budget: City passed Budget November 19, 2019.
  - c. Statistics: November and December 2019 statistics were noted.
  - d. Donations: October and November 2019 donations were noted.
  - e. Library Director Evaluation: Evaluations should be filled out and sent to President Franzke on or before February 7, 2020, for her to compile.
  - f. Director Report: Report was given by Director Stobbe. When we get a renter the information should be included in the directors report.

6. **Agenda Items:** Include closed session for Director evaluation and include a Library 2021 budget schedule.
7. **Adjournment:** Braasch made motion to adjourn the meeting with a second by Wright. The motion passed and the meeting was adjourned at 6:00 p.m.

Respectfully submitted.

Julie Stobbe, Library Director

#### 2020 Board Meeting Schedule

Meeting will be held on the third Monday of each month at 4:30 p.m., except for July and December.

February 17, 2020 (Evaluation of Director)

March 16, 2020 (Open House Planning)

April 20, 2020

May 18, 2020 (Reorganize Board)

June 15, 2020

August 17, 2020 (Preliminary Budget)

September 21, 2020

October 19, 2020

November 16, 2020