

## **Carter Memorial Library Board**

Monday, August 19, 2019

4:30 PM

1. **Call to Order:** President Marge Franzke called the meeting to order at 4:33 p.m. in the Carter Memorial Library Alder Room.
  
2. **Roll:** Director Julie Stobbe, Marge Franzke, Barbara Hodgen, Stacey Wright, Tom Ellis, Nicole Bahn and Ann Reise. Absent: Jim Braasch and Lisa Sharkey.
  
3. **Public Comments:** No guests present at the call to order. Joe Benoit will be joining the meeting shortly in his role as property manager.
  
4. **Business**
  - a. **Update on rental property:** All renters have vacated the property on 431 East Huron. The July water bill has been paid. The property is now vacant. The board has some decisions to make in regards to the property, primarily to decide if we want to do any updates on the property or rent it as is. Rent is currently \$550.00 per month with an extra charge for pets. At this time, Benoit was able to join us in his role as the property manager of the library rental holdings. Benoit informed the board of the condition of the house. Benoit then guided members of the board on a tour of the property. Trustees that saw the house ten years ago, stated that the home has not deteriorated since then. It was Benoit's opinion that the security deposit be refunded. However, before the refund is given, the final water bill will have to be determined per an updated reading and that amount would be deducted from the deposit. Trustees also noted that smoke detectors and carbon monoxide detectors were not in evidence at the inspection. Benoit had previously installed them. Trustees decided that for now, Benoit will maintain the lawn and clear some brush until he receives further directions from the board. After returning to the library and a period of discussion, Bahn made a motion to refund the security deposit less the final water bill. If an actual amount can not be determined, the bill will be prorated. The motion was seconded by Wright and passed. Braasch and Starkey will be informed and encouraged to meet with Stobbe and go through the home before our next board meeting for their input on further direction for the property.
  
  - b. **Minutes:** Some discussion was had on the Town and Village of Winneconne and it's attempts of a joint library resulting in a loss of \$1600.00 to the Omro Library. Ellis will look into the formula used by the county to determine how funds are allocated. Bahn made a motion to accept the minutes with Ellis seconding the motion. Motion passed.
  
  - c. **Revenues:** The board reviewed revenues. Wright made a motion to accept the June 2019 revenues. Seconded by Ellis. Motion passed.

d. **Expenditures:** The board also reviewed the expenditures for June. A motion was made by Bahn to approve the June 2019 expenses. Wright seconded. Motion passed.

5. **Informational Items:**

a. The preliminary budget was reviewed and discussed. Director Stobbe cautioned the board that the numbers are very preliminary as the name implies at this point. She also cautioned that insurance numbers are not accurate. She reminded the board that although numbers are preliminary, she would like the trustees to be thinking of the budget. One suggestion was made to increase the telephone budget as rates have gone up.

b.. **Statistics.** June and July were busy months for the library as witnessed by the monthly statistics. Summer reading program will be recapped in September.

c. **June donations.** Donations were noted with appreciation.

d. **Director's Report:** Director Stobbe reiterated that the summer months have been very busy. Although the official Summer Reading program has ended, many Omro children continue to use the library actively. More books have been earned by participants than in years past. The directors report also included information on two speakers planned in October and November. President Franzke, Director Stobbe and Becky Sell, continue work on the Strategic Plan. Director Stobbe also informed the board of a possible future digitizing program of Omro historical items. There was also a discussion of the October 12th Oktoberfest with board members volunteering time to man a table to promote the library.

6.. **Agenda Items:** Discussion on the rental property will once again be listed on the September agenda along with the Oktoberfest reminder.

7. **Adjournment:** Ellis made a motion to adjourn the meeting. Seconded by Wright. The motion passed and the meeting was adjourned at 6:07 p.m.

Respectfully submitted,  
Barbara Hodgen, secretary

**2019 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.

September 16, 2019

October 21, 2019

November 18, 2019