

**Carter Memorial Library
Library Board Meeting
Monday, October 24, 2022
4:30 p.m.**

1. **Call to Order:** President Janet Abalan called the meeting to order at 4:33 p.m. in the Carter Memorial Library Alder Room.

2. **Roll:** Due to a COVID diagnosis, Director Julie Stobbe initiated zoom attendance for herself. Those present in person were Janet Abalan, Nicole Bahn, Jeffrey Beem, Eileen Cimermanic, Cindy Ostrander, Travis Schafer, Stacey Wright, and Barbara Hodgen.

3. **Public Comments:** No public comments.

4. **Business**

a. **Minutes:** A motion was made by Ostrander to accept the September 19 and October 10, 2022, board minutes as written. A second was made by Schafer. Motion carried.

b. **Revenues:** A motion was made by Bahn to accept the August and September 2022 revenues as written. The motion was seconded by Wright. Motion carried.

c. **Expenditures:** A motion to accept the August and September 2022 expenditures as written was made by Ostrander. The motion was seconded by Cimermanic. The motion passed.

d. **2023 Library Board Meeting Schedule:**

- Meeting times at 4:30 p.m. on the 3rd Monday of the month except for the months of July and December in the Carter Memorial Library Alder Room.

January 16	February 20	March 20	April 17
May 15	June 19	August 21	
September 18	October 16	November 20	

e. **Discussion on 431 E. Huron St. rental currently vacant.**

- A motion was made by Ostrander to use the security deposit initially received from the renter to cover the delinquent water bill owed to the city. A second was made by Schafer. The motion carried.
- A discussion ensued on the future of the rental home which included razing the home, finding a new renter, or waiting and razing both homes at one time.
- A motion was made by Ostrander to winterize the home for now, shutting off all utilities. Motion seconded by Wright. The motion passed. The possibility of renting the home in the future was left on the table.

5. **Informational Items:**

a. **August 2022 Vouchers Payable**

- No discussion.

b. **September 2022 Vouchers Payable**

- No discussion.

c. August and September 2022 Donations

- A total of \$960 was donated these two months

d. September 2022 Statistics

- Total circulation has evened out since the influences of the pandemic seem to wane.
- Electronic circulation has remained fairly consistent.
- Library traffic also remains consistent.
- New to the subscription database is the Wall Street Journal

e. Updated Board Contact Information

All updated and verified

f. Directors Report

- Staff have been working with the Herd in partnership with the upcoming “Holiday Reading with the Herd!” This program will run from November 24 through January 2. All ages are invited and encouraged to participate.
- Director Stobbe has been working with the Friends of the Library setting up a silent auction fundraiser taking place November 8 through noon on November 26.
- Two drop in crafts were scheduled in October, one on October 21 for children and one on October 22 for adults. Both were well attended.
- Director Stobbe and two Friends of the Library members were at Omro’s Octoberfest to promote library services. There were crafts for children, along with books, candy and literature handed out.
- The Holiday book sale will begin on December 1.
- Director Stobbe and staff members are going through DVD’s, as well as adult non-fiction with reorganization taking place.

6. Future agenda Items

- Agenda standing items remain the same.
- Update on hiring process.

7. **Closed Session.** A motion was made by Ostrander, seconded by Schaffer to enter closed session in pursuant to Section 19.85(1)(c) of the Wisconsin State Statutes in order to discuss applicants for the Director’s position. The motion passed and the board went into closed session at 5:01.

- The search committee briefed the board on applicants.

8. Resume open session.

- Motion to adjourn closed session and reconvene in open session was made by Shafer, with a second by Bahn. The motion passed and open session was resumed at 6:05.
- It was decided that two candidates will be reinterviewed on Saturday, October 29, with available members of the board to be a part of the interviewing committee.

9. Adjournment

- Ostrander made a motion to adjourn the meeting. The motion was seconded by Hodgen.

The motion passed and the meeting was adjourned at 6:11 p.m.

Respectfully submitted,
Barbara Hodgen, Secretary

2022 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.

November 21, 2022