

**Carter Memorial Library  
Library Board Meeting  
Monday, November 21, 2022  
4:33 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:** Those present were Director Julie Stobbe, Janet Abalan, Nicole Bahn, Jeffrey Beem, Eileen Cimermancic, Cindy Ostrander, Travis Schafer, Stacey Wright, and Barbara Hodgen.

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

4. **Business**

- a. **Minutes:** A motion was made by Schafer to accept the October 24, August 24, September 21, October 19, October 22, October 29, and November 29, 2022, board minutes as written. A second was made by Ostrander. The motion carried.
- b. **Revenues:** A motion was made by Bahn to approve the October 2022 revenues as written. The motion was seconded by Beem. Motion passed.
- c. **Expenditures:** A motion to accept the October 2022 expenditures as written was made by Wright. The motion was seconded by Schafer. The motion passed.

5. **Informational Items:**

a. **October 2022 Vouchers Payable**

- No discussion.

b. **October 2022 Donations**

- A donation of \$85.00 was acknowledged.

c. **October 2022 Statistics**

- Electronic circulation has increased across 3 out of the 4 categories.
- Library traffic between 5:00 and 6:00 is showing a slow but steady increase.

d. **Directors Report**

- Staff continue to work with the Herd in partnership with the upcoming “Holiday Reading with the Herd” running November 24 through January 2. Director Stobbe and staff member Wendy Decker attended a Herd basketball game November 15 to promote the reading program, the Omro Carter Memorial Library and libraries in general.
- Director Stobbe continued working with the Friends of the Library to set up the silent auction fundraiser running November 8 through noon of November 26. The friends are fundraising for the expansion/building project.
- On Saturday, November 12, the library hosted a hickory nut demonstration attended by 12 people.

- Staff member, Wendy Decker, was in charge of a window painting class on Saturday, November 19. This class required registration and filled up quickly with attendees pleased with the morning's class.
- The Holiday Book Sale starts December 1.
- The last of the ARPA order, comfy chairs arrived through Winnefox. They are located near the DVD area.
- Tot time and story time are scheduled all month on alternate Tuesday mornings. This setup seems to be a good mix for the younger patrons.

#### 6. Future agenda Items

- Agenda standing items remain the same.
- The new director will need to sign a Corporate Resolution to authorize the correct person to spend funds on current holdings. For example, Janet Abalan's name needs to be put on Jackson National as they hold an annuity which is part of the King Trust. With that Baker Tilley, City Auditors, can request a statement.
- Housekeeping items in terms of the transition to the new director.

7. **Closed Session.** A motion was made by Schafer, seconded by Beem to waive the closed section. Motion passed.

#### 8. 2023 Budget Wages

- The new director's salary is \$48,000.00 per year with 1 week vacation provided as of start date, January 3, 2023, and an additional week given after 6 month's probation.
- Stobbe hourly rate of \$31.77.
- Fraleigh hourly at \$16.05
- Decker hourly at \$13.72
- Santana hourly at \$13.72
- Mishka hourly at \$12.42
- Marketing hourly at \$17.17 (currently vacant)

A motion was made by Schafer to approve the 2023 budget wages made with a 2nd by Ostrander. Motion passed.

The president and board took time to thank Director Stobbe for her faithful years of dedicated service to the Omro Carter Memorial Library. She will be missed, but all wished her well as she enters retirement in January, 2023.

#### 9. Adjournment

- Ostrander made a motion to adjourn the meeting. The motion was seconded by Schafer. The motion passed and the meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Barbara Hodgen, Secretary

**2023 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.

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