



Carter Memorial Library Board Meeting Minutes

Date: MONDAY, April 21, 2025

Time: 4:30 PM

Place: Carter Memorial Library

- I. Call to order. Vice-President Stacey Wright called the meeting to order at 4:31 pm in the Carter Memorial Library.
- II. Roll call and introductions. Those present were Director Anna Dinkel, Library Board Vice-President Stacey Wright, Janet Abalan, Nicole Bahn, Eileen Cimermercic, Barbara Hodgen, Tracey Miller, and Cindy Ostrander. Travis Schafer, absent.
- III. Public comments. None
- IV. Approval of agenda. A motion was made by Ostrander to approve the agenda. Seconded by Cimermercic. Motion passed.
- V. Approval of minutes. A motion was made by Cimermercic to approve the regular board minutes from March 17, 2025. Motion seconded by Abalan. Motion carried. Ostrander abstained.
- VI. February 2025 vouchers payable.
- VII. Informational items.
 - a. February 2025 revenues. Motion made by Bahn to approve the February 2025 revenues as presented. Seconded by Abalan. Motion carried.
 - b. February 2025 expenditures. Motion made by Ostrander to approve the February 2025 expenditures. Seconded by Cimermercic. Motion carried.
 - c. February 2025 donations. Donations to the Library Facility Improvement Fund in the donation jar tallied 281.35. A donation from Mary Nortman of 500.00 was also made. A donation to the library in the amount of \$100.00 was received from Agnes Arbuckle.
- VIII. Director's report
 - a. Director Dinkel informed the board of a reduction in federal funding to IMLS (Institute of Museum and Library Services) by a recent executive order. Board members were given a handout and informed of Wisconsin's goal of providing all Wisconsinites equal access to library services. Board members also received information on a Wisconsin public campaign titled Speak Up for Libraries. Dinkel continues to plan the Summer Reading Program with a kick off program on May 31 with J&R Aquatic Rescue. Dinkel has planned a Woodsy Dude Outdoor Explorers Program performer for the SRP for July 24. The director is working on instituting a quarterly newsletter. Staff will be welcoming kindergarten classes visiting the library in May. Dinkel is reaching out to Amy Gee, District of Omro Librarian, regarding scheduling 1st Grade Library visits. She informed the board that a new furnace for the 423 E Huron Street had to be purchased

because the previous furnace broke down. The main entry door for the Library needs work due to heavy winds as of late. A new door may be needed. The board was informed that the current president, Travis Shafer asked to not be reappointed for another term. A replacement will be sought.

b. Director Dinkel attended Winnebago LAC on April 10, and will attend the CCBC Workshop on the 21st. Dinkel plans to attend WAPL, a Children's Non-Fiction Book Sale in Berlin, and WTEC Meeting, all in May.

c. A Plant & Seed Swap program was successfully held on April 19 in the community room. Director Dinkel reported the Moves n' Grooves Program had 101 participants over the two winter months. Reading with the Herd had 40 participants. Spring Storytime began on Tuesdays in April and will conclude May 20. Spring Babytime began on April 3, and repeats every other week on Thursdays through May 15. The Bookmarks Book Club met on April 17. The Cover to Cover Book Club will meet April 24.

d. The King Account may be utilized to acquire another option for children's audio equipment. There are new puzzles in the kids section. The new puzzle collection is being housed in a new chapter book display.

e. Friends of the Library have no current updates.

f. March 2025 statistics. Many areas of growth are shown. Teen circulation was up 75% from last March. Electronic circulation up 15% and Ancestry up 311%.

IX. Unfinished business

a. Property Manager Job Description/Employment Stats Update - discussion on the position was had. Miller made a motion to accept the property manager job description with changes made as discussed and the job description posted. Ostrander seconded the motion. Motion passed.

X. New business

- a. Moving and/or skipping the September meeting. A motion was made by Hodgen to skip the September meeting. Seconded by Ostrander.
- b. Fair Labor Standards Act, January 1, 2025. Director Dinkel informed the board of the changes made and will look into how this applies to her, checking in with the City of Omro.

XI. Future agenda items

- a. Revisiting the Fair Labor Standard Acts and how it applies to the director position.
- b. Friends update.
- c. Property manager update.

XII. Adjourn. A motion was made by Wright to adjourn the meeting, seconded by Bahn. Motion carried. Meeting adjourned at 5:50 pm.

Submitted By Barbara Hodgen, Board Secretary

2025 Board Meeting Schedule

Meetings are at 4:30 pm on the 3rd Monday of the month. Board meetings are not scheduled for July and December. (September meeting will be skipped in 2025)

May 19

June 16

August 18

October 20

November 17