

Carter Memorial Library Board Meeting Minutes



Date: MONDAY, February 17, 2025

Time: 4:30 PM

Place: Carter Memorial Library

- I. Call to order. President Travis Shafer called the meeting to order at 4:34 pm in the Carter Memorial Library.
- II. Roll call and introductions. Those present were Director Anna Dinkel, Library Board President Travis Shafer, Janet Abalan, Nicole Bahn, Eileen Cimermancic, Barbara Hodgen, Tracey Miller, Cindy Ostrander, and Stacey Wright.
- III. Public comments. None
- IV. Approval of agenda. A motion was made by Wright to approve the agenda. Seconded by Cimermancic. Motion passed.
- V. Approval of minutes. A motion was made by Ostrander to approve the regular board minutes from January 20. Seconded by Abalan. Motion carried. Abstentions from Cimermancic, Hodgen and Wright.
- VI. December 2024 vouchers payable.
- VII. Informational items.
 - a. December 2024 revenues. Motion made by Bahn to approve the December 2024 revenues as presented. Seconded by Ostrander. Motion carried.
 - b. December 2024 expenditures. Motion to approve made by Wright. Seconded by Cimermancic. Motion carried.
 - c. December donations. \$20.00 for the Phyllis Retzlaff Memorial.
- VIII. Director's report
 - a. Dinkel completed the annual reporting documentation for the DPI State Report. She reminded the board of the staff inservice day upcoming on Friday, February 21. The library will be closed on that day. Dinkel was re-elected as rural library representative on WTEC for 2025.
 - b. The Winnebago LAC was rescheduled for February 20.
 - c. Storytime and babytime have started and will run until March. Two winter reading challenges are happening in February (Disney on Ice) and March (Monster Jam) along with Winter Reading with the HERD. A new program will begin February 7 - March 28 called Moves n' Grooves. There is a make up day this Saturday for button craft due to bad weather. The STEAM kits have been repackaged to be more user friendly and fit better on the shelves.
 - d. A new board game collection is coming soon.

e. Friends of the Library meet again on March 3, at 5:15. Their recent Book and Bake sale made over \$200.00.

d. January 2025 statistics. Physical and electronic circulation are both up. New users increased by 50%.

IX. Unfinished business

a. Property Manager Contract. Wright made a motion to approve the amended property agreement for 2025. Ostrander seconded. Motion approved. The revised 2025 Property Manager Contract will be presented to Hilbelink in February.

b. CD-4173 and CD-4165 are both up for renewal on March 19. The board was presented with rates from local banks. Wright made a motion to leave the two CD's at Verve upon renewal. Motion seconded by Cimermancic. Motion passed.

C. 2025-2029 Strategic Plan was presented to the board. A motion to approve the strategic plan was made by Ostrander and Wright seconded. Motion passed. Final copies and talking points will be distributed at the next meeting.

X. New business

a. The 2024 annual report was presented by Dinkel. Bahn made a motion to approve the 2024 annual report and the statement concerning the Public Library System Effectiveness section assuring that the Winnefox Library System provided adequate service. Cimermancic seconded. Motion passed.

XI. Future agenda items

a. Property Manager Contract

XII. Adjourn. A motion was made by Cimermancic to adjourn the meeting, seconded by Abalan. Motion carried. Meeting adjourned at 5:37 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.

<i>March 17</i>	<i>April 21</i>	<i>May 19</i>	<i>June 16</i>
<i>August 18</i>	<i>September 15</i>	<i>October 20</i>	<i>November 17</i>