Carter Memorial Library
OMRO

Carter Memorial Library Board Meeting Minutes

Date: MONDAY, June 16, 2025

Time: 4:30 PM

Place: Carter Memorial Library

I. Call to order. 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 Cimermancic, Barbara Hodgen,Tracey Miller, and Cindy Ostrander.
The members were introduced to the board member-elect Scott Jorgenson and were informed that Scott will be appointed to the board at the next City Council meeting.

III. Public comments.

IV. Approval of agenda. A motion was made by Ostrander to approve the agenda. Seconded by Bahn. Motion passed.

V. Approval of minutes. A motion was made by Ostrander to approve the regular board minutes from May 19, 2025. Motion seconded by Abalan. Motion carried.

VI. April 2025 vouchers payable.

VII. Informational items.

a. April 2025 revenues. Motion made by Abalan to approve the April 2025 revenues as presented. Seconded by Ostrander. Motion carried.

b. April 2025 expenditures. Motion made by Bahn to approve the April 2025 expenditures. Seconded by Ostrander. Motion carried.

c. April 2025 donations. A donation in memory of Phyllis Davis in the amount of $1850 was made to the library. A $40 donation was made by Patrick Gary.

VIII. Director's report

a. Director Dinkel updated the board on the condition of the front door and the need for a replacement. The door had already been failing and the issues were compounded by getting caught in the wind we had this spring. She informed the board that an intermittent meeting will likely need to be called in early July to look over quotes and approve spending on the project.

b. Director Dinkel attended a LAC meeting this morning. She noted that at their meeting in July they will be meeting the new County Executive and going over next year's budget.

c. Director Dinkel will be attending a WTEC meeting in July.

d. Director Dinkel gave an update on the summer reading program saying that 186 patrons have signed up. It seems less have signed up than last year. The welcome party had 124 people attend. The animal rescue program had 45 in attendance. The first Kid's Book Tasting, Storytime, Babytime, and Practice Play took place last week. Upcoming is the first Young Artist Series as well as craft classes and adult Mocktails and book talk event. A reminder was given about the upcoming author visit in July.

e. Director Dinkel placed orders for "Battle of the Books" books, storytime books, and Switch games.

f. Director Dinkel gave an update on the Friends of the Library group is sponsoring a "Taste of Omro" basket raffle through August.

g. Director Dinkel noted that circulation was up in May, as noted in the Monthly Statistics.

h. A reminder was given about the upcoming author visit in August.

IX. Unfinished business

a. Property Manager Job Description/Employment Status Update. Director Dinkel noted that there is no update as no one has applied and asked if there are changes we'd like to make to the ad or what the next steps would be. The board discussed different options including raising the wage, further advertising, and talking to the City of Omro about options. Dinkel will talk to the city and the issue will be tabled until our July meeting regarding the door replacement project.

b. Internet & Computer Policy. Director Dinkel handed out a marked up copy of the existing Internet & Computer Policy for review and asked that members send her revisions they have so the policy changes can be reviewed again in August.

X. New business

a. Welcome new member Scott Jorgenson. Scott will be appointed at the next Omro City Council Meeting.

b. Director's Annual Evaluation. Ostrander motioned to go into closed session. The motion was seconded by Bahn. Motion was made by Hodgen to return to open session. The motion was seconded by Abalan. Motion passed.

XI. Future agenda items

a. Expansion updates.

b. Internet and computer policy. Dinkel will present a finalized version of the computer policy at the August meeting.

c. Property Manager Status Update.

XII. Adjourn. A motion was made by Hodgen to adjourn the meeting, seconded by Ostrander. The motion carried. Meeting adjourned at 5:31 pm.

Submitted By Eileen Cimermancic, 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)

August 18 October 20 November 17