

Carter Memorial Library  
Library Board Meeting  
Monday, May 23, 2022  
4:30 p.m.

1. **Call to Order:** President Janet Abalan called the meeting to order at 4:32 p.m. in the Carter Memorial Library Alder Room.

2. **Roll:** Those present were Director Julie Stobbe, President Janet Abalan, Nicole Bahn, Eileen Cimermancic, Cindy Ostrander, Stacey Wright and Travis Shafer. Barbara Hodgen was absent. Guest this evening was Vicky Fitzgerald, City of Omro Administrator.

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

4. **Business:**

a. **Reorganization of Board**

- i. President (Janet Abalan)
- ii. Vice President (Stacey Wright)
- iii. Secretary (Barbara Hodgen)
- iv. Treasurer (Nicole Bahn)

A motion was made by Ostrander to accept this slate of officers for another term. Abalan, Wright, and Bahn accepted. Hodgen was absent. A second was made by Shafer. Motion carried.

b. **Minutes:** A motion was made by Cimermancic to accept the April 18, 2022, minutes as written. A second was made by Ostrander. Motion carried.

c. **Revenues:** A motion was made by Bahn to accept the April 2022 revenues as written. A second was made by Wright. Motion carried.

d. **Expenditures:** A motion to accept the April 2022 expenditures as written was made by Ostrander. The motion was seconded by Shafer. Motion carried.

e. **Salary and Benefits for New Director:**

Discussion on:

- Changing the Library Director position from hourly to salaried with the new hire.
- Board compared the salaries of library directors working 40 per week, in similar areas of service population, municipal population and circulation.
- Education level requirements.
- Tentative Hiring Timeline-
  - September- Post the job description
  - October- Format interviews, review resumes
  - November - Interviews
  - November 21st - Approve candidate
  - January 2 - Start new director
  - January 6 – Julie Stobbe’s last day

A motion was made by Cimermancic to offer the new library director’s position as a full-time salaried position with an annual salary of \$45,000 and the city of Omro’s benefit package.

A second was made by Wright. Motion carried.

5. **Informational Items**

a. **April 2022 Vouchers Payable**

- No Discussion

b. **March & April 2022 Donations**

- Donation Jar income noted

**c. April 2022 Statistics**

- Increase in library traffic noted

**d. Final Brochure**

- Brochures have been distributed to City Hall and Omro Community Center. Board members are distributing to Rushford Town Hall and Churches.

**e. Updated Board Contact Information**

- Corrections were made and will be updated.
- Director Stobbe will find out who the County Representative will be and will add their contact information.

**f. Director Report**

- Director Stobbe handed out the promotional Summer Reading Brochures. There was discussion on some of the different activities planned this Summer.
- The garage door opener was replaced at 423 E Huron. The Property Manager handled the issue.
- Joan and Susan welcomed 3 classes from Patch Elementary School for a library visit.
- McMahon Architect/Engineering Firm will present Library updates at City Council **Workshop on June 7, 2022 at 6:00 p.m.** Members are invited and encouraged to attend.

**6. Agenda Items**

- Update on the Director search committee.
- Update on McMahon Architect/Engineering Firm presentation.

**7. Adjournment**

- Ostrander made a motion to adjourn the meeting. The motion was seconded by Bahn. The motion passed and the meeting was adjourned at 5:38 p.m.

Respectfully submitted,  
Julie Stobbe, Director

**2022 Board Meeting Schedule:**

Meeting times at 4:30 p.m. on the 3<sup>rd</sup> Monday of the month.

June 20, 2022, August 15, 2022, September 19, 2022, October 17, 2022, November 21, 2022