



Carter Memorial Library Board Meeting Minutes

Date: MONDAY, NOVEMBER 18, 2024

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 Cimermercic, Barbara Hodgen, Tracey Miller, Cindy Ostrander, and Stacey Wright.
- III. Public comments. No public comment.
- 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 Ostrander to approve the regular board minutes from October 21, 2024, and the subcommittee minutes from October 22, 2024 and November 5, 2024. The motion was seconded by Wright. Motion passed.
- VI. September 2024 vouchers payable. No discussion.
- VII. Informational items
 - A. September 2024 revenues. Motion made by Bahn to approve the September 2024 revenues as presented. Seconded by Abalan. Motion carried.
 - B. September 2024 expenditures. Motion made by Cimermercic to approve the September 2024 expenditures as presented. Seconded by Abalan. Motion carried.
 - C. September 2024 donations. No donations in the month of September.
- VIII. Director's report
 - A. The Director is continuing the library strategic planning subcommittee with a meeting on December 3 and December 17. There is a survey available and open for responses through November 27, 2024. The budget season continues with City Council's budget hearing tomorrow night, November 19, 2024. Dinkel was out of the office for the Wisconsin Library Association annual conference November 6 - November 8. Anna also attended WTEC on Friday, November 15.
 - B. Fall programming continues. There will be three Storytime and Babytime sessions in December. There will be two upcoming reading challenges and checkout challenges for different age groups in November and December. A historical society program is scheduled for December 16 at 5:00. The Holiday Craft Day Gnome Wreaths planned for Saturday, November 23 is filled.



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- C. October 2024 statistics. Teen readership was up 24% for October. There was an 87% increase in HOOPLA users and a 72% increase in activities attendance since last year.
- D. Friends are running a silent auction December 2, 2024 through December 14, 2024.
- IX. Unfinished business
 - A. 2025 Budget. Wright made a motion to approve the 2025 budget. Seconded by Cimermancic. 2025 Budget was approved as presented.
- X. New business
 - A. The Property Manager agreement was presented from 2021 with discussion on changes and updates to meet current situations. A motion was made by Ostrander to modify the current contract with changes discussed and updated by Director Dinkel. Second by Bahn. Cimermancic abstained. Motion passed.
- XI. Future agenda items
 - A. Revisit property manager contract at January meeting.
- XII. Adjourn. A motion was made by Abalan to adjourn the meeting, seconded by Wright . Motion carried. Meeting adjourned at 5:27 pm.

Submitted By Barbara Hodgen, Library 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>January 20</i>	<i>February 17</i>	<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>		