**Carter Memorial Library Board**

Monday, May 20, 2019

4:30 PM

1. **Call to Order**: President Lisa Sharkey called the meeting to order at 4:26 p.m. in the Carter Memorial Library Alder Room.

2. **Roll**: Director Julie Stobbe, Lisa Sharkey, Marge Franzke, Barbara Hodgen, Stacey Wright, Tom Ellis, Jim Braasch, Nicole Bahn, Ann Reise.

Guest present for “Business, part C” only, Linda Kutchenriter, City of Omro Administrator.

3. **Business**

A. The first order of business was the scheduled reorganization of board officers.

Nomination for president, Marge Franzke. Passed.

Nomination for vice president, Tom Ellis. Passed.

Nomination for secretary, Barbara Hodgen. Passed.

Nomination for treasurer, Nicole Bahn. Passed.

Special recognition at this time was given to Lisa Sharkey for the excellent job she has done as the board president from board member, Jim Braasch. All concurred.

B. **Minutes** Corrections were made to the minutes as follows

**2019 Board Meeting Schedule** will then read:

Meetings will be held on the third Monday of the month at 4:30 p.m.

May 20, 2019 - Reorganize Board

June 17, 2019

July 15, 2019

September 16, 2019

October 21, 2019

November 18, 2019

December 16, 2019

After some discussion President Franzke did the 1st reading to amend the Bylaws, Article IV Meetings: “The regular meetings shall be held each month with the exception of July and December, the date and hour to be set by the board at its annual meeting.”

Braasch made a motion to approve the April 15, 2019, minutes with the above correction. Ellis seconded the motion. Motion passed unanimously.

**C.** Questions were raised on available cash on April 2019 revenues. Linda Kutchenriter, explained that the library boards total cash in the Carter Fund is $12,110.66. Please refer to April Revenue page.

**D.** Bahn reminded the board that one of the two library CD’s are coming due on 06.20.19. It is currently at 1.85%, Stobbe we bring current rates to June meeting.

A motion was made by Braasch to accept the revenue report, seconded by Wright, motion approved unanimously.

**E.** The board discussed the purchase of the Dollar General property by the City of Omro as Linda Kutchenriter was present at this time to facilitate. The City will have a better idea in September/October of this year if the City budget will allow for a consultant to be hired to do further studies. Money’s will be allocated as they become available.

**F.** Stobbe was asked to make the expenses report available before the meeting. Stobbe explained the time restraint with city hall. This may mean the board will receive expense reports one month in arrears. Board members are open to this option.

Bahn also pointed out a possible formula error on the month activity totals of $28,490.57. Stobbe will check that out and correct. Braasch made a motion to review and consider the approval for April expenditures at the May meeting. Ellis seconded the motion and the board passed it unanimously.

**G.** Sells initial goals were reviewed. At this time, she will continue to work on the biweekly newsletter, strategic planning and continue with community outreach. Stobbe explained that the strategic planning is labor intensive at this time. Sell also helped with open house. The main new goal discussed is for Sell to concentrate on aggressive fundraising ideas.

**H.** Stobbe asked for approval of a third fine forgiveness week the first week of the summer reading program which is June 17 to June 22. She explained this forgiveness is limited to overdues only, no lost books. A motion was made by Sharkey to allow for this to happen. The motion was seconded by Wright and passed unanimously by the board.

5. **Informational Items**

1. The board reviewed Director Stobbe’s statistics report for April 2019 with no questions.
2. Stobbe gave her directors report. Which included but was not limited to:

* The summer reading program
* Master Gardeners involvement in the library landscaping
* The Winnefox system vs Owlsnet. There has been lots of meetings as this is worked through.
* Putting in new library displays
* Working with a new program that allows patrons to print at the library from their personal devices.
* The Friends purchased new tables and chairs for the “newspaper” reading area, child and young adult area.
* Working on the strategic plan with Sell, which included a meeting in Appleton. Board members will be filling out SOAR surveys in the near future.

6. Next month’s agenda will be the same format as April’s agenda with the addition of resubmission of April’s revenue.

7. **Adjournment**: Bahn made a motion which was seconded by Braasch to adjourn. Motions passed unanimously. Adjournment was at 6:05 p.m.

Respectfully submitted,

Barbara Hodgen, secretary

**2019 Board Meeting Schedule**

Meetings will be held on the third Monday of the month at 4:30 p.m.

June 17, 2019

July 15, 2019

August 19, 2019

September 16, 2019

October 21, 2019

November 18, 2019

December 16, 2019