

Carter Memorial Library Board

Monday April 15, 2019

4:30 PM

1. Call to Order President Lisa Sharkey called the meeting to order at 4:28 PM in the Alder Room at the Carter Memorial Library.

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

Guests: Becky Sell, Carter Memorial Library public relations coordinator; Di-Anne Rengstorf, Omro/Winneconne representative to the Winnefox board of trustees; Ann Reise, new board trustee elect.

The city council will meet on Tuesday April 16th, 7 PM and their agenda will include the appointing of Reise to the Omro library board of trustees. The current board of trustees introduced themselves to the guests.

3. Business

a. Minutes: Tom Ellis motion, Jim Braasch second to accept the minutes of February 18, 2019 as presented. Motion passed unanimously. It should be noted that the March regular board meeting was canceled due to inclement weather.

b. Revenues February 2019: Funds from the Carter Fund/ #833 (\$80,828.71) and funds from the Future Capital Expenditure fund # 101581405110 (\$131,267) have been moved to the Oshkosh Foundation endowment fund per discussion from the February meeting. Total moved is \$ 212,095.71. The fund balances might not be fully reflected until the April statement. It was noted that the CDs in the King Trust fund will be coming up for renewal in June, Nicole Bahn will look at interest rates. Barbara Hodgen motion, Stacey Wright second to approve revenues as presented. Motion passed unanimously.

c. Expenditures February 2019: Jim Braasch motion Barbara Hodgen second to approve expenditures as presented. Motion passed unanimously. Braasch commented on how the new format of this account is easier to understand.

4. Informational items

a. Donations through the Foundation: Director Stobbe presented a list of donations from various people, all of the donations were put in the Oshkosh Foundation account.

b. 2019 Small Public Library Strategic Planning workshop update: Winnefox will pay for half of the fee for Carter library participants to attend the workshop. The board was given a copy of the participation agreement and there was a consensus that the strategic plan should reflect plans for expansion. The planning group will meet on May 8th at the Appleton Public Library for the first session, with preliminary work done prior to that date. Jim Braasch commented that the city council would be voting on lenders for the loan for the city to purchase the Dollar General property and that there is hope that a consultant be hired by the city to evaluate the needs of the city and the library. On the agenda for the May meeting will be discussion regarding what the library wants to pursue at the Dollar General site and if the pace and direction that the city is taking meets the library goals. City Administrator Linda Kutchenriter will be invited to the next meeting.

c. Wisconsin Public Library Redesign Project (PLSR) summary: Mark Arend from Winnefox submitted a summary of the final recommendations for redesigning library systems. One item addressed was the possibility of reducing the number of public library systems, not library buildings, but the systems used by libraries. This summary will act as working guidelines.

d. Statistics: A report was presented by Stobbe, which documented meeting room usage, program offerings, proctoring, and general library operations statistics for March 2019, the comment was made that decrease in numbers probably was a reflection of the flooding and extreme cold that Omro experienced. Electronic usage increased probably because everyone stayed home.

e. Director Report: 1) Becky Sell, Stobbe and Joan Fraleigh put together an informational brochure and the library e-newsletter. The brochure will be included in the chamber packet that is given out to new residents of Omro. It was noted that the new City chamber director, Stephanie Hawkins, will be formally introduced at the community center with a meet and greet, on Wednesday April 17th from 12-2 PM. 2) Director Stobbe presented the summer reading program brochure that will be given to all students at school. The program is entitled "Universe of Stories" and the brochure will contain a calendar of events as well as a tabulation sheet for the patrons to record how many minutes they have read. Patrons will receive free books at certain increments of reading, purchase of these books is available through a donation for that purpose. The summer program will include lego club, crafts, special presenters and story time, among other things. 3) Stobbe attended Literacy Night and STEM night at the elementary school and as a result, Fraleigh has seen an increase in the coding program. 4) Stacey Wright will be bringing the first graders to the library to promote the summer reading program. 5) People are still using the library for tutoring during and after school hours. 6) There are some workshops available for trustees if anyone is interested in attending.

5. Closed session: Library Director 2019-2020 Performance Evaluation: Pursuant to Section 19.85(1)c of the Wisconsin State Statutes in order to conduct annual Director evaluation. Nicole Bahn motion Jim Braasch second to enter closed session at 5:18 PM. Motion passed unanimously.

Stacey Wright motion Nicole Bahn second to reconvene to the regular meeting, Pursuant to Section 19.85(1)c of the Wisconsin State Statutes in order to conduct annual Director evaluation, coming out of closed session at 5:29 PM. Motion passed unanimously.

Lisa Sharkey and Jim Braasch will meet with Director Stobbe sometime on Thursday to go over the evaluation. Brief discussion was held regarding the elimination of an occasional board meeting if the need arises.

6. Adjournment: Barbara Hodgen motion, Stacey Wright 2nd to adjourn. Motion passed unanimously. Adjournment at 5:33 P.M.

Respectfully submitted
Marge Franzke, secretary

2019 Board Meeting Schedule :

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

May 20, 2019 – Reorganize Board
June 17, 2019
August 19, 2019
September 16, 2019
October 21, 2019
November 18, 2019