

Carter Memorial Library Board

Monday June 18, 2018

4:30 PM

President Lisa Sharkey called the meeting to order at 4:30 PM in the Alder Room at the Carter Memorial Library.

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

Public Comments: none

New Business:

Discussion on the condition of the outside of the library building, roof, brick and paint.

Sharkey and Braasch will gather professional advice regarding repair or replacement of front door as the door has warped making it difficult to close securely. Recommendations will be shared at the regular July 16 meeting.

Expansion:

Expansion meeting set for Monday, July 9, 2018 at 4:30 PM. Board will meet at the former bank to take a tour. Other site locations were also discussed. The board will meet at the library following the bank visit to work on facility document and review of marketing job description.

Braasch will discuss city property options with City Council.

Wright will investigate available school property.

Goals:

Wahlgren discussed establishing annual goals for both director and library.

Two new goals were added to the Director's 2018-2019 Performance Objectives:

1-adding a donation page to the library website

2-creating new board member packets

The library board will establish library goals at the January 2019 meeting and director goals during the annual evaluation.

The board requested adding these topics next to the meeting dates at the bottom of each agenda. (along with open house planning in March)

Mission Statement:

Hodgen recommended a new Mission Statement written to address survey findings.

Braasch motioned to accept with minor changes, Wright second. Motion passed unanimously.

Marketing Position

Discussion was had on hiring a marketing person. Sharkey is working on a job description and will share at the July 9 meeting. Sharkey will submit budget request to Braasch.

Community Center

Discussion on literacy program and partnerships. Review of website fundraising and donation pages.

Consent Agenda:

Bylaws: Article IX, General Section 3. Ratification, wording adjustments to read:

These bylaws shall be in effect when approved by $\frac{3}{4}$ of the members present at a regular monthly meeting: provided they are read at two previously regular monthly meetings. Upon ratification, this constitution shall supersede any and all previous bylaws.

Braasch motioned to constitute the 1st reading of the Bylaws after corrections. Hodgen seconded. Motion passed unanimously.

Minutes: from the May 21, 2018 Board Meeting: Wahlgren motioned to accept the minutes as received. Ellis second.

Motion passed unanimously.

Minutes: from May 16, 2018 Board Special Meeting: Wright motioned to accept the minutes as received. Hodgen second.

Motion passed unanimously.

Minutes: from June 4, 2018 Board Workshop: Bahn motioned to accept the minutes as received. Wahlgren second. Ellis abstained. Motion passed.

Revenue and Expenses Braasch motioned to accept Bahn second. Motion passed unanimously.

Director's Report

Library passed Fire Inspection. First performer for Summer Reading Program, "Mr. Bubbles" drew a large crowd, over 100 youth. Stobbe will be attending a Winnefox directors meeting in Green Lake June 19. One thing that will be discussed is the potential merge with OWLSNET.

Adjournment

Ellis motioned to adjourn at 6:30 PM Braasch second. Motion passed unanimously.

Respectfully submitted

Julie Stobbe