

Carlton Public Library Board Meeting - in person
Minutes - July 27, 2023 5:30 p.m.

Members Present: In person: Bethany Leseman (BL), Seth Wynands (SW) & Andrea Williams (AW), Sheri Ryan (SR), Sheila Hopp (SH)

Members Absent:

Call to Order at 5:37 pm

Approve the agenda - AW motioned, SH 2nd, passed

Introductions & New Members -

General Tasks

Approve Minutes ~ May 16, 2023 - DT was here for that meeting.

Motion with addition by AW, 2nd by SH, passed

Approve Budget Report ~ BL added a \$1000 LYL donation on 7/27/23. Motion by AW to approve 2023 budget, 2nd by SR, passed

Approve time cards ~ BL explained her new type of time card. Motion by SH, 2nd by DT, passed.

Reports

Library Director's Reports ~ May, June, July as of 7/22/23.

- Motion by AW, 2ND BY DT, passed.

Old Business

- Volunteering opportunities:
- **Partnering with the FOL on**
- **FOL Basket auctions - next one is during Carlton Daze**
- **Book Sale (by donation), which might have a bake sale in conjunction again**
- **Rearrangement of collections - ongoing, stop in during library hours to help!**
- T&M assembly - Maker space in activity room
- National Night Out- Theater performance, was amazing and had a huge turn out!
- Donated bookshelves are now in their new homes!
- Some shelf adjustments might still be necessary in other bookshelves, will do as needed

New Business

- Growing/moving collections: ongoing, stop in during library hours to help! - BL talked about the new flow of the collections in the library
- Budget for 2024: City needs our final proposal by Sept. - the next time Total AV is up for renewal: have SW come and check for free AV.
- Looked over 2024 budge:
- the original 2024 proposal had an error in the calculation of wages. BL used the wrong wages to start with so the calculation of a 3% increase was not what it should have been
- phone is \$45/month
- operating supplies: 146.00 for the P.O. Box/year
- change computer maintenance from \$450 to \$200

- motion to approve by SH, SW 2nd, passed
- May need to have a special meeting before Oct. to finalize
- Add line items for April poetry & bookmark contests and prizes for that, reading programs, etc.

***Adjourn: AW motioned, SW 2nd, passed at 6:53 pm**

Next Meeting: October 12, 2023 5:30 pm