**Carter Lake Public Library Board Meeting CLCC Multipurpose Room 1**

**January 10, 2024 4pm**

**MINUTES**

**Roll Call**

Present: Shawn Ammon (via Zoom), Bonnie Freeman, Vice-President, Chrissie Matthews, Patti Midkiff, President, Sharon Paterson, Delbert Settles  
Staff Present: Shannon Putney, Director

Absent: Chris Heuertz

1. Roll call of members
   1. Patti called the meeting to order at 4:07pm.
2. Disposition of minutes of previous meeting
   1. Sharon made a motion to accept the minutes. Delbert seconded. All in favor.
3. City Financial Report
   1. Shannon has not yet received the city financial report.
   2. Bonnie made a motion to table the city financial report until next meeting. Sharon seconded. All in favor.
4. November & December budget & expense sheet (Director)
   1. Bonnie made a motion to accept the director’s report for November and December expenses. Sharon seconded. All in favor.
5. Action on bills
   1. Chrissie made a motion to approve the bills. Bonnie seconded. All in favor.
6. Progress and service report of the Director
   1. Shannon presented the Director’s progress report.
   2. Sharon made a motion to accept the Director’s progress report. Bonnie seconded. All in favor.
7. Tabled/on-going business
   1. Chrissie discussed the status of grant applications and suggested looking into a “Friends of the Library” group to help fundraise for the library.
8. New Business
   1. Sharon moved to approve the mission statement. Delbert seconded. All in favor.
   2. Bonnie moved to accept the vision statement. Sharon seconded. All in favor.
   3. Shannon proposed changing Saturday hours starting February 1 as follows: September to April 10am-4pm and May to August 10am-2pm. Bonnie made a motion to approve the change. Sharon seconded. All in favor.
   4. Public comments from Library Director, Library Board and/or citizens
      1. Patti asked for comments from board members or the public. There were none.
   5. Shannon presented the ’24-’25 proposed budgets for the board to review.
      1. Sharon left at 5:50pm, and indicated she approves the proposed budget.
      2. Bonnie made a motion to accept budget option #1. Shawn seconded. All in favor.
9. Bonnie made a motion to adjourn the meeting at 6:20pm. Delbert seconded. All in favor.