

WARREN COUNTY PUBLIC LIBRARY DISTRICT

April 9, 2018

The Warren County Public Library District Board Meeting was held on April 9, 2018, in the Roseville Branch Library at 145 West Penn in Roseville. In attendance were Trustees Heerwagen, McKenna, Simmons, Sturgeon, Vancil, Willhardt, and Zesbaugh. Director Good, Bookkeeper Loquist, and Branch Librarian McIntyre were also in attendance. Guests included Alyssa Denison, a student at Carl Sandburg who is taking an office technology class, and Nancy Gossett and Bill Gossett, Roseville Library board members

President Willhardt called the business meeting to order at 5:15 p.m. McKenna (Vancil) moved to accept the March 12, 2018, board meeting minutes as printed. Ayes-5, Nays-0, Abstentions-2. Motion carried. Unrecorded vote.

REPORTING FROM ROSEVILLE BRANCH OFFICERS

Bill Gossett said that the Roseville Library plans to replace the roof, possibly with a metal one. The current roof is 25 years old. Branch Librarian Ann McIntyre said she has been doing a lot of cleaning and is sending older books back to the main library. She mentioned that she would like to streamline the procedure for earning prizes in the Summer Reading Program. Director Good will pass along her concerns to Youth Services Librarian Danielle Morrison.

Signing Roseville Branch Lease Agreement: Heerwagen (Simmons) moved to accept the new rental rate of \$325 a month (up from \$300) for the next two years. Ayes-7, Nays-0. Motion carried. Recorded vote.

FINANCIAL REPORT FROM TREASURER VANCIL

Checking Account Balance 2/28/2018	\$464,769.21
Receipts	\$1,990.10
Disbursements	\$62,256.75
Balance 3/31/2018	\$404,502.56

Working Cash Fund Balance 2/28/2018	\$28,632.78
Receipts	\$12.16
Disbursements	\$.00
Balance 3/31/2018	\$28,644.94

Certificate of Deposits 3/31/2018	\$300,000.00
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Building Account Balance 2/28/2018	\$37,207.02
Receipts	\$4.43
Disbursements	\$3,972.61
Balance 3/31/2018	\$33,238.84

McKenna (Sturgeon) moved to file for audit the March 31, 2018, Statement of Tax Fund/Statement of Working Cash Fund/Statement of Certificate of Deposits/Statement of Building Fund. Ayes-7, Nays-0. Motion carried. Recorded vote.

CORRESPONDENCE

President Willhardt shared some research she received from Monmouth College Historian Jeff Rankin about Luther E. Robinson, who was an author, English professor, and secretary of the Library Board in the 1920s. The Warren County Public Library was the first County Library in Illinois to take advantage of a new law, allowing libraries to levy taxes.

PRESIDENT'S REPORT

President Willhardt reminded trustees to submit their Trustee Statement of Economic Interests by April 30, 2018, to Tina Conard, the Warren County Clerk and Recorder.

REPORTS OF COMMITTEES AND BOARD MEMBERS

No reports.

UNFINISHED BUSINESS

Community Room Clean-Up: The Regional Office of Education has not yet ordered screens to shield their toys. Since they will not use the room over the summer, Director Good will ask them to remove all items. President Willhardt suggested that once the room is clear, we publicize it to the community.

Website: President Willhardt spoke to Nick Carlson, the webmaster at Monmouth College. He builds websites as a side business. Director Good will speak to him about our needs. Depending on the cost, this may be a project we can tackle a bit at a time.

NEW BUSINESS

Heerwagen volunteered to be in charge of the annual summer picnic, which is hosted by the Library and paid for by the Reading Room Association. (Attendees include staff, trustees, and members of the Friends of the Library, the Reading Room Association and Genealogy.) He will research caterers and venues.

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics: Adult programming is up from 4 programs in March 2017 to 18 programs in March 2018. Our door count is up 255 compared to March 2017. Alexis and Roseville have both seen an increase in juvenile circulation.

Sign/Arch Repair: Director Good received a \$7,850 bid from T.L. Cook Construction for decorative window trim and sign repairs on the facade of the Library. Simmons (Heerwagen) moved to accept the bid. Ayes-7, Nays-0. Motion carried. Recorded vote.

Sidewalk Repairs Completed: Leary Construction had a change in their schedule and were able to quickly repair our alley sidewalk.

Food for Fines: For the 11th year, we're celebrating National Library Week with "Food for Fines." For every non-perishable food item donated, patrons may take \$1 off of their existing overdue library fines. Food items will be donated to the Jamieson Center. Director Good encouraged trustees to donate items as well.

Ancestry.com: The Warren County Genealogical Society, which is housed upstairs in the Library, is considering not renewing their subscription. The annual cost is \$1,330, and the database may only be used in the Library. This is inconvenient for many patrons.

Upcoming Events/Programs:

April 11 at 10:45 a.m.	Storm Preparedness and Energy Saving Tips
April 14 at 2 p.m.	Earth Day Craft
April 21 at 10 a.m.	Money Smart Week Event
April 21, 11 a.m. to 9 p.m.	Magic Festival at the Warren County History Museum

Meeting adjourned at 6:17 p.m.

—Amy Zesbaugh, Secretary