

**WARREN COUNTY PUBLIC LIBRARY DISTRICT
PUBLIC BUDGET HEARING**

August 14, 2019

Warren County Public Library District Public Budget Hearing was held August 14, 2019 in the Main Library Board Room. In attendance were Trustees Heerwagen, McKenna, Simmons, Sturgeon, and Zesbaugh. Director Good and Bookkeeper Loquist were also in attendance. Absent was President Willhardt. Trustee Sturgeon acting as president pro tempore called the hearing to order at 5:15 P.M. No members of the public were in attendance. The public budget hearing was adjourned at 5:16 PM.

WARREN COUNTY PUBLIC LIBRARY DISTRICT

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The Warren County Public Library District monthly board meeting was held August 14, 2019, in the Main Library boardroom. In attendance were Trustees Heerwagen, McKenna, Simmons, Sturgeon, and Zesbaugh. Director Good and Bookkeeper Loquist were also in attendance. Absent was President Willhardt. Trustee Sturgeon acted as president pro tempore.

President pro tempore Sturgeon called the board meeting to order at 5:16 p.m. McKenna (Zesbaugh) moved to accept the June 10, 2019, board meeting minutes. Ayes-4, Nays-0, Abstention--1. Motion carried. Unrecorded vote.

An executive board meeting was conducted in July due to the lack of a quorum. During the August meeting, both the June and the July financial reports needed to be approved by the board.

Heerwagen (Simmons) moved to file for audit the June 10, 2019 Statement of Tax Fund/Statement of Working Cash Fund/Statement of Certificate of Deposits/Statement of Building Fund. Ayes-5, Nays-0. Motion carried. Recorded vote.

Zesbaugh (Simmons) moved to file for audit the July 8, 2019 Statement of Tax Fund/Statement of Working Cash Fund/Statement of Certificate of Deposits/Statement of Building Fund. Ayes-5, Nays-0. Motion carried. Recorded vote.

FINANCIAL REPORT

Checking Account Balance 6/30/2019	\$321,527.40
Receipts	\$1,985.23
Disbursements	\$38,544.65
Balance 7/31/2019	\$284,967.98

Working Cash Fund Balance 6/30/2019	\$25,734.40
Receipts	\$564.34
Disbursements	\$00.00
Balance 7/31/2019	\$26,298.74

Certificate of Deposits 7/31/19	\$300,000.00
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Building Account Balance 6/30/2019	\$657.77
Receipts	\$1.26
Disbursements	\$1,160.73
Balance 7/31/2019	<\$501.70>*

*Holding checks issued in June totaling \$8785.25 – waiting for 1st tax distribution

PRESIDENT'S REPORT

Correspondence: None.

Secretary Simmons reviewed executive board meeting minutes from July 8, 2019. Simmons (Sturgeon) moved to accept the July 8, 2019 executive board meeting minutes. Ayes-2, Nays-0, Abstentions-3. Motion carried. Unrecorded vote.

REPORTS OF COMMITTEES AND BOARD MEMBERS

Adoption of Combined Budget and Appropriation Ordinance #4 –19-20. Signed by President pro tempore Sturgeon and Secretary Simmons. McKenna (Heerwagen) moved to approve the Combined Budget and appropriation Ordinance #4 – 19-20. Ayes—5, Nays—0. Motion carried. Recorded vote.

Resolution #5 Transfer of \$5000 from Working Cash into the Building and Maintenance Fund. Zesbaugh (Heerwagen) moved to approve the transfer. Ayes—5, Nays—0. Motion carried. Recorded vote.

Audit reports were distributed; they will be reviewed at September's board meeting. Director Good reported that auditor Rod Davies recommends we take funds from the special levies funds instead of the corporate funds, but it is also prudent to have a healthy amount in special levies. We will consider his recommendation.

UNFINISHED BUSINESS

Trustees Zesbaugh and McKenna reviewed the secretary's minutes; neither saw anything amiss.

Branch Annual Report: We will pay six months' rent for Kirkwood. Alexis has low internet usage; the board brainstormed ways to raise this number.

NEW BUSINESS

IMRF benefit protection leave approval was discussed; the board decided to table this discussion until the relevant employee requests approval for this benefit.

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics: Director Good reported that door counts were strong this month, especially compared to last year at this time.

Summer Reading Summary: Children's Summer Reading Program attendance was less than last year, but the attendance at programs was significantly higher. Director Good restructured the reading program so that the record-keeping is easier for the staff and volunteers.

Building Update: The new security camera and ancillary equipment including labor will cost \$1,463. Zesbaugh (Simmons) moved to approve purchase and installation of the new security camera. Ayes—5, Nays—0. Motion carried. Recorded vote.

Upcoming Events/Programs:

There will be a lighter programming schedule in August due to the heavy summer reading programming schedule.

Motion to adjourn by McKenna (Simmons). The meeting was adjourned at 6:30 p.m.

—Michelle Holschuh Simmons, Warren County Public Library Board Secretary