

WARREN COUNTY PUBLIC LIBRARY DISTRICT
August 10, 2020

The Warren County Public Library District monthly board meeting was held August 10, 2020 in the Main Library Periodical Area (spread out for social distancing). In attendance were Trustees Audette, Heerwagen, Henderson, McKenna, Simmons, Sturgeon, and Zesbaugh. Director Good and Bookkeeper Loquist were also in attendance. Citizen Bob Jasperson attended as a visitor.

President Zesbaugh called the board meeting to order at 5:15 p.m. McKenna (Henderson) moved to accept the July 13, 2020 board meeting minutes. Ayes–7, Nays–0, Abstention–0. Motion carried. Unrecorded vote.

FINANCIAL REPORT

Checking Account Balance 7/01/2020	\$420,476.72
Receipts	\$1,082.71
Disbursements	\$58,562.49
Balance 7/31/2020	\$362,996.94

Working Cash Fund Balance 7/01/2020	\$25,734.96
Receipts	\$566.30
Disbursements	\$0.00
Balance 7/31//2020	\$26,301.26

Certificate of Deposits 7/31/2020	\$300,000.00
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Building Account Balance 7/01/2020	\$6,619.77
Receipts	\$1.21
Disbursements	\$1,394.74
Balance 7/31/2020	\$5,226.24

Heerwagen (McKenna) moved to file for audit the 7/31/2020 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 Zesbaugh shared a notice from the City of Monmouth about a Public Meeting on August 24 at 6 p.m. to consider the proposed Monmouth Main Street Tax Increment Financing (TIF) District Redevelopment Project Area. Telephone and video conferencing options are available for the meeting. Director Good will forward a pdf of the notice to the board.

PRESIDENT'S REPORT

As of August 10, 2020, Warren County reported 193 confirmed cases of COVID-19, with 144 individuals who have recovered, and no deaths.

REPORTS OF COMMITTEES AND BOARD MEMBERS

Simmons (Henderson) moved to approve Resolution #4 – 20-21 regarding the transfer of \$10,000 from Working Cash Fund into Building Maintenance Fund due to the deferred tax disbursement by the county. Ayes–7, Nays–0. Motion carried. Recorded vote.

Board members received the annual audit report; discussion of the report will occur next month after the board members have reviewed it.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics: Circulation is at half of typical usage as in other years, likely due to the pandemic. The library will continue with summer hours through the month of September, at which point Director Good will reassess whether extending to winter hours is warranted. Currently, traffic patterns do not warrant increased hours at this point.

Social Media Policy: Director Good distributed the social media policy to the board; the board members will review it and discuss it at the next meeting.

Summer Reading Program: The program occurred entirely online, with no events and online record-keeping for participants. 193 people participated in the summer reading program. 106,569 minutes were read, 151 prizes awarded, and 63 finished. Director Good indicated that next year the summer reading program will be a hybrid of online and paper record-keeping methods to accommodate all patrons.

Fines: The library staff collected data since July, 2019 on the amount of fines the library collects in an effort to assess whether going fine-free might be warranted. The data collection was interrupted due to the pandemic and the library closing in March. The fines collected from mid July, 2019 - March, 2020 totaled \$2,478.92. Director Good will collect data regarding how many libraries in the region are fine free.

No upcoming events, but online events scheduled.

Motion to adjourn by Heerwagen (McKenna). The meeting was adjourned at 5:50 p.m.

—Michelle Holschuh Simmons, Warren County Public Library Board Secretary