

WARREN COUNTY PUBLIC LIBRARY DISTRICT

February 13, 2017

The Warren County Public Library District Board Meeting was held February 13, 2017 in the Main Library Board Room. In attendance were Trustees Zesbaugh, Gossett, Sturgeon, Vancil, Heerwagen, Larsen, Willhardt, Simmons, McKenna and Director Good and Bookkeeper Loquist. Also in attendance was Buchanan Center for the Arts Director Kristyne Gilbert and eight Buchanan Board members and Michael Fries, Klinger and Associates architect.

President Willhardt called the meeting to order at 5:15 P.M. Larsen (Simmons) moved to accept January 9, 2017 board minutes as printed. Motion carried. Unrecorded vote. 1 abstention.

An update of Buchanan building renovation was given by architect Fries. Emphasis was on the sidewalk in front of the Buchanan building as relating to sidewalk in front of Warren County Library. (The first presentation to Library Board was made November 14, 2016 by Director Gilbert and Fries. Following the presentation and discussion of Buchanan project, the Buchanan Board members departed meeting. Heerwagen (Zesbaugh) moved to contribute \$4,000 to Buchanan Center for the Arts sidewalk project, pending consulting with library attorney Whitman and library auditor Joni Blackman. A payment time line would be developed for the library's present budget year and upcoming budget year if full payment is not possible in current fiscal year. Ayes-9, Nays-0. Motion carried. Recorded vote.

Financial Report: The report was presented by Treasurer Vancil.

Checking Account Balance 12/31/2016	\$560,347.65
Receipts	2,537.35
Disbursements	41,816.75
Balance 01/31/2017	\$521,068.25
Working Cash Fund Balance 12/31/2016	\$27,673.89
Receipts	325.70
Disbursements	.00
Balance 01/31/2017	\$27,999.59
Certificate of Deposits 01/31/2017	\$300,000.00
Building Account Balance 12/31/2016	\$40,344.23
Receipts	5.26
Disbursements	3,295.63
Balance 01/31/2017	\$37,053.86

McKenna (Simmons) moved to file for audit January 31, 2017 Statement of Tax Fund/Statement of Working Cash Fund/Certificate of Deposits/Statement of Building Fund. Ayes-9, Nays-0. Motion carried. Recorded vote.

Presidents Report: Trustees contact information was updated.

COMMITTEE REPORTS:

District Branches: Alexis Branch Librarian Bowling has requested a different desk at library. Bowling is doing some estimate comparisons. Alexis Library Memorial Fund will be source for desk cost.

RAILS: Continuing education for library staff may change in cost. Talking books will be taken over by State Library resulting in reduction costs. State Library will service the program. Outreach will not be as active. A RAILS Trustee Meeting handout was "10 Common Misconceptions of Interlibrary Loans".

Willhardt reported the positive visit to Burlington, Iowa Library.

LIBRARIAN'S REPORT:

Circulation/Programs/Internet/Door Count Statistics: The information was reviewed.

Local Government Travel Expense and Control Act Update: The information of the act was a handout.

Employee Sick Leave Act: Heerwagen (Vancil) moved to update Policy Manual to add mother-in-law, father-in-law, grandchild, grandparent and step parent for employees qualifications. Motion carried. Unrecorded vote.

Sandy Wallace Salary Increase: McKenna (Simmons) moved to increase Wallace salary to \$13.00/hour. (Wallace works as needed, 19 hours/week with productive, flexible hours). Ayes-9, Nays-0. Motion carried. Recorded vote.

Health Benefits – Kathy Lewis: Zesbaugh (McKenna) moved to add dental coverage for Lewis. Ayes-9, Nays-0. Motion carried. Recorded vote.

Amber Harvey/Donna Objartel Library Anniversaries: Harvey – 25 years. Objartel – 20 years.

IMRF Accelerated Payment (\$5,593.58) – Donna Objartel: Loquist is contesting the penalty for payment to IMRF.

WIOA (Workforce Investment and Opportunity Act) New Hire: James Hayes is a new hire under the government funded program – currently working 16 hours/week, can work up to 29 hours/week.

Upcoming Events/Programs:

February 15	6:30 P.M.	Fun Night with Lincoln – Lincoln Program for Elementary
February 16	7:00 P.M.	Lincoln at the Museum – Lincoln Program for Adults – Warren County History Museum
March 18		Danielle Morrison will participate in Back-Pack Fund Raiser at Armory

Heerwagen (McKenna) moved to adjourn at 6:45 P.M.

Nancy Gossett, secretary