

WARREN COUNTY PUBLIC LIBRARY DISTRICT
January 14, 2019

The Warren County Public Library District monthly board meeting was held January 14, 2019, in the Main Library Board Room. In attendance were Trustees Heerwagen, McKenna, Simmons, Sturgeon, Vancil, Willhardt, and Zesbaugh. Director Good and Bookkeeper Loquist were also in attendance.

President Willhardt called the board meeting to order at 5:15 p.m. Heerwagen (Vancil) moved to accept the December 10, 2018, board meeting minutes. Ayes–7, Nays–0, Abstentions–0. Motion carried. Unrecorded vote.

FINANCIAL REPORT

Checking Account Balance 11/30/2018	\$529,418.18
Receipts	\$122,033.18
Disbursements	\$51,576.84
Balance 12/31/2018	\$599,874.52

Working Cash Fund Balance 11/30/2018	\$28,312.61
Receipts	\$16.83
Disbursements	\$0
Balance 12/31/2018	\$28,329.44

Certificate of Deposits 12/31/2018	\$300,000.00
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Building Account Balance 11/31/2018	\$28,686.11
Receipts	\$9388.29
Disbursements	\$962.72
Balance 12/31/2018	\$37,111.68

McKenna (Zesbaugh) moved to file for audit the December 10, 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.

PRESIDENT'S REPORT

President Willhardt notified the Board that the Alexis Joint Review Board met for their annual meeting regarding how to handle the TIF.

President Willhardt reported that she and Sturgeon will soon meet to begin the strategic planning process.

REPORTS OF COMMITTEES AND BOARD MEMBERS

RAILS. Simmons reminded the Board of the upcoming networking event at the Hewes Library on the Monmouth College campus. The event is February 12, from 10 a.m. to 11:30 a.m. Board members are encouraged to attend. Willhardt suggested staff attend as well. Simmons will send a registration link soon.

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

No new business.

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics: Director Good explained that the door counts were down compared to last year, perhaps because of the weather.

Staff update: Megan Horack began on January 7, 2019, as the new Adult Services Librarian; Director Good indicated that she is doing well so far.

Amber Harvey has returned from maternity leave.

Danielle Morrison will be taking maternity leave near the last week of July, which is the last week of the Summer Reading Program.

Sandy Wallace will be going on vacation, so Good will be doing more cataloging while she is gone.

Building update: The basement is dry, even after substantial rain. The tuck pointing that was completed only resolved the area that was urgently problematic, and more needs to be done. Jeremy Gerard from Gerard Tuck Pointing and Masonry Repair has offered a bid for two parts of the job:

- Back wall (labor and materials): \$1750.00
- Upper south wall (near Wells Fargo) (labor and materials): \$3400.00

Heerwagen (Vancil) moved to hire Gerard Tuck Pointing for the job. Ayes–7, Nays–0. Motion carried. Recorded vote.

The canned lights in the board room need to be switched to LED lights that are easier to replace. Tinkham Electric is providing a bid for the job soon.

Website update: Nick Carlson is currently adding content to the newly constructed website, and he will be sharing links for a preview soon. The staff will publicize the new website through social media and with bookmarks. The website will still use the city's server, but it will be a WordPress site, instead of a Joomla site.

Upcoming Events/Programs:

January 26 at 2:00 PM	STEAM Saturday
January 29 at 5:00 PM	Active Parenting

Heerwagen (McKenna) moved to adjourn at 5:48 p.m.

—Michelle Holschuh Simmons, Warren County Public Library Board Secretary