

WARREN COUNTY PUBLIC LIBRARY DISTRICT
July 12, 2021

The Warren County Public Library District Annual Meeting was held July 12, 2021, in the Main Library board room. In attendance were Trustees Audette, Heerwagen, Henderson, McKenna, Sturgeon and Zesbaugh. Director Good was also in attendance.

Vice President Heerwagen called the board meeting to order at 5:19 p.m. Sturgeon (Zesbaugh) moved to accept the June 14, 2021, board meeting minutes. Ayes—4, Nays—0, Abstention—1. Motion carried. Unrecorded vote.

FINANCIAL REPORT

Checking Account Balance 5/31/2021	\$560,845.04
Receipts	\$6,780.96
Disbursements	\$79,528.19
Balance 6/30/2021	\$488,097.81

Working Cash Fund Balance 5/31/21	\$31,368.99
Receipts	\$5.13
Disbursements	\$5,639.40
Balance 6/30/21	\$25,734.72

Certificate of Deposits 6/30/21	\$300,000.00
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Building Account Balance 5/31/21	\$31,376.27
Receipts	\$2.41
Disbursements	\$17,273.45
Balance 6/30/2021	\$14,105.23

Henderson (Audette) moved to file for audit the 6/30/21 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.

CORRESPONDENCE

No correspondence.

PRESIDENT'S REPORT

No report.

REPORTS OF COMMITTEES AND BOARD MEMBERS

Branch Annual Report. Bookkeeper Buckley updated the Branch Annual Report, which shows branch annual expenses, hours of operation, and holdings.

Annual Circulation Report. As part of the Annual Meeting, the board received a circulation report with statistics for circulation, internet usage, and programs for 2017-2021.

UNFINISHED BUSINESS

Library Appreciation Picnic. Vice President Heerwagen reported that he had checked with a few facilities about hosting the event. He recommends using the Buchanan Center for the Arts and Aramark food services as we have done in the past. The picnic will follow the September 13 board meeting. The library will begin extended winter hours on September 14. To help expedite the September meeting, the board will skip the chapter review of the Standards for Illinois Public Libraries.

NEW BUSINESS

Standards for Illinois Public Libraries. The board continued the discussion of the Serving Our Public 4.0: Standards for Illinois Public Libraries. Vice President Heerwagen led the discussion on chapter 4 regarding access to the library. The board agreed that the library excels in this area. We have enough space for our needs, we aim to provide universal access for our patrons, we provide sturdy furnishings, and we update our technology as needed. The discussion will continue next month with chapter 5, with Trustee Henderson leading.

Friends Book Sale Room. The Friends group was concerned about the state of the book sale room following a ceiling leak. Vice President Heerwagen and contractor Mike Hollis examined the room today and, while it needs to be cleaned up, there is no cause for concern with asbestos. Hollis was involved with the initial installation of the ceiling tiles.

5:55 p.m. President McKenna arrived.

Human Resources and Finance Committees. Trustee Zesbaugh noted that our Bylaws allow for creating committees as needed and recommended that our board have committee meetings for Human Resources and Finance, which will allow more time to review salaries and the budget. Director Good suggested the meetings be held in April or May.

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics. Summer Reading Program events are popular. There were 78 people at the Bubble Professor program, and other programs tend to have between 50-60 people. The YMCA and the Lincoln Homes Energy League bring children to the events, which are held at West Park.

Youth Services Library Assistant/Librarian Search. Director Good reported that she has only received one application so far. Library staff member Curt Scott is a retired kindergarten teacher. He does story time, and others, such as the Regional Office for Education, can help in the fall. Trustee Henderson suggested the job be posted with the Illinois Library Association and the Public Library Association.

Upcoming Events:

- July 13 at 1 p.m.: Friendship Bracelet Making (adult) at Pattee Plaza.
- July 15 at 2 p.m.: Let's Get Active: Arlene Smith's Dancers' Studio (kids). Arlene Smith will discuss and demonstrate the movements of dance in this interactive program at West Park.
- July 17 at 10 a.m.: Storytime at Pattee Plaza (kids). Snacks provided by the Summer Lunch Program and the Jamieson Center.

Motion to adjourn by Henderson (Audette). The meeting adjourned at 6:10 p.m.

—Amy Zesbaugh, Warren County Public Library Board Trustee