

WARREN COUNTY PUBLIC LIBRARY DISTRICT
June 14, 2021

The Warren County Public Library District monthly board meeting was held June 14, 2021, in the Main Library board room. In attendance were Trustees Audette, Heerwagen, McKenna, Simmons, Sturgeon and Zesbaugh. Director Good and Bookkeeper Buckley were also in attendance.

President Zesbaugh called the board meeting to order at 5:15 p.m. McKenna (Heerwagen) moved to accept the May 10, 2021, board meeting minutes. Ayes–6, Nays–0, Abstention–0. Motion carried. Unrecorded vote.

FINANCIAL REPORT

Checking Account Balance 4/30/2021	\$601,855.83
Receipts	\$960.65
Disbursements	\$41,971.44
Balance 5/31/2021	\$560,845.04

Working Cash Fund Balance 4/30/21	\$30,189.18
Receipts	\$1,179.81
Disbursements	\$00.00
Balance 5/31/21	\$31,368.99

Certificate of Deposits 5/31/21	\$300,000.00
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Building Account Balance 4/30/21	\$32,672.92
Receipts	\$2.51
Disbursements	\$1,299.16
Balance 5/31/2021	\$31,376.27

McKenna (Audette) moved to file for audit the 5/31/21 Statement of Tax Fund/Statement of Working Cash Fund/Statement of Certificate of Deposits/Statement of Building Fund. Ayes–6, Nays–0. Motion carried. Recorded vote.

CORRESPONDENCE

No correspondence

PRESIDENT'S REPORT

No report

REPORTS OF COMMITTEES AND BOARD MEMBERS

- a) After the board's discussion, Heerwagen (McKenna) moved to approve the 2021-2022 tentative budget. Ayes–6, Nays–0. Motion carried. Recorded vote.
- b) Heerwagen (Sturgeon) moved to approve Resolution #8 2020-2021 to transfer funds exceeding \$325,734.75 (\$5,634.24 plus June interest) from working cash fund to corporate fund. Ayes–6, Nays–0. Motion carried. Recorded vote.
- c) Heerwagen (McKenna) moved to approve Ordinance #3 2021-2022 to levy and assess a .02% tax. Ayes–6, Nays–0. Motion carried. Recorded vote.

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

The board continued the discussion of the Serving Our Public 4.0: Standards for Illinois Public Libraries. Trustee McKenna led the discussion on chapter 3 regarding personnel. The board reviewed the core standards and engaged in a discussion about how WCPL compares to the standards. The discussion will continue next month with chapter 4, with Trustee Heerwagen leading.

The board began to discuss the library appreciation picnic. Trustee Heerwagen agreed to investigate options for venue, menu, and date.

The annual meeting will happen on 7/12/21 during which the board will review budget. Trustees Zesbaugh and Audette will audit the minutes from this last year by the August board meeting.

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics: Circulation numbers are steadily climbing, but they have not returned to pre-pandemic levels.

Air Conditioning estimate: Hawk Heating and Cooling provided an estimate of \$7374 to replace the air conditioning unit in the audio room. The library has several A/C units that were installed in 1995, so all of them will need to be replaced soon. McKenna (Simmons) moved to approve up to \$8000 to replace the A/C unit. Ayes—6, Nays—0. Motion carried. Recorded vote.

Children's librarian: Rebecca Montroy submitted her resignation as of 6/4/21. Director Good plans to post the position soon but not actively interview until later in the summer. She has delegated the responsibilities for the summer reading program among the staff members.

Upcoming events: Museum of Bad Art (MOBA) event for adults will take place on 6/15/21. On 6/17/21 the Monmouth Police Department will be visiting. On Friday, 6/18/21 Curtis Scott will be doing story time. The library has partnered with the Jamieson Center to provide a snack (milk and fruit) for storytime. Director Good hopes the library will be a summer meals location in the future.

Director Good and Bookkeeper Buckley left the meeting at 6:30 PM.

The board discussed Director Good's performance review, including areas of accomplishment and areas of growth. Chair Zesbaugh will discuss the review this week with Director Good.

Motion to adjourn by Heerwagen (Audette). The meeting was adjourned at 6:48 p.m.

—Michelle Holschuh Simmons, Warren County Public Library Board Secretary