

**WARREN COUNTY PUBLIC LIBRARY DISTRICT**  
**March 8, 2021**

The Warren County Public Library District monthly board meeting was held March 8, 2021, in the Main Library 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 Buckley were also in attendance.

President Zesbaugh called the board meeting to order at 5:15 p.m. McKenna (Heerwagen) moved to accept the February 8, 2021, board meeting minutes. Ayes–5, Nays–0, Abstention–2. Motion carried. Unrecorded vote.

**FINANCIAL REPORT**

|                                    |                     |
|------------------------------------|---------------------|
| Checking Account Balance 1/31/2021 | \$725,861.93        |
| Receipts                           | \$800.25            |
| Disbursements                      | \$40,801.17         |
| <b>Balance 2/28/2021</b>           | <b>\$685,861.01</b> |

|                                     |                    |
|-------------------------------------|--------------------|
| Working Cash Fund Balance 1/31/2021 | \$28,988.33        |
| Receipts                            | \$1,190.76         |
| Disbursements                       | \$00.00            |
| <b>Balance 2/28/21</b>              | <b>\$30,179.09</b> |

|                                   |              |
|-----------------------------------|--------------|
| Certificate of Deposits 2/28/2021 | \$300,000.00 |
|-----------------------------------|--------------|

|                                    |                    |
|------------------------------------|--------------------|
| Building Account Balance 1/31/2021 | \$39,484.92        |
| Receipts                           | \$2.98             |
| Disbursements                      | \$1,459.45         |
| <b>Balance 2/28/2021</b>           | <b>\$38,028.45</b> |

Heerwagen (McKenna) moved to file for audit the 2/8/21 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**

No correspondence.

**PRESIDENT'S REPORT**

President Zesbaugh noted that she voted early and noticed that only Trustees Simmons, Audette, and McKenna were on the ballot, even though Trustee Henderson also is running for library trustee. Bookkeeper Buckley will investigate with the County Clerk.

President Zesbaugh noted that the Statement of Economic Interest document is due by 5/1/21.

President Zesbaugh reported on the ILA legislative meet-up that she and Director Good attended. She reported that Illinois State Senator Jil Tracy is working on getting broadband in rural areas across the state. Other politicians were also in attendance showing support for libraries. There were 76 people in attendance.

## **REPORTS OF COMMITTEES AND BOARD MEMBERS**

President Zesbaugh noted that a gutter had fallen and was lying on the sidewalk; Director Good noted that it had been filled with ice and broke off from the roof. She also noted that the ramp in the alley is damaged from the snow and salt and may need to be resurfaced.

## **UNFINISHED BUSINESS**

The Board reviewed the amended bylaws and discussed the proposed changes. McKenna (Heerwagen) made a motion to adopt the amended bylaws. Ayes—7, Nays—0. Motion carried. Unrecorded vote.

## **NEW BUSINESS**

The board agreed to split up the presentation and discussion of the Serving Our Public 4.0: Standards for Illinois Public Libraries. Trustee Sturgeon will prepare chapter 1 for next month and lead the discussion of it.

## **DIRECTOR'S REPORT**

**Circulation/Programs/Internet/Door Count Statistics:** Circulation numbers continue to be lower than other years, likely due to the pandemic. However, most libraries report being at 50% of their normal circulation, and our circulation is considerably higher than that.

**Extension of summer hours:** The library currently uses the summer hours schedule due to the pandemic; these hours are set to return to normal hours on 3/31/21. The Board agreed to extend the summer hours through the end of May due to reduced use of the library. Fall hours will begin in September.

**Extension of Families First Coronavirus Response Act:** The library has been providing full or almost full pay for employees who need to take time off due to the pandemic (to provide childcare for school-aged children who are quarantined, for example). This benefit was set to expire on 3/31/21. Sturgeon (Simmons) made a motion to extend the benefit by two months to allow employees to be fully vaccinated. Ayes—7, Nays—0. Motion carried. Recorded vote.

## **Upcoming events:**

A book discussion for *Call Your Daughter Home* is scheduled for 3/25/21 at 5:30 PM.

Coloring contests are scheduled for St. Patrick's Day, Easter, Mother's Day, and Father's Day.

A Dr. Seuss craft is scheduled in honor of Read Across America.

Craft programs are scheduled for kids, teens, and adults.

Motion to adjourn by Audette (Henderson). The meeting was adjourned at 6:00 p.m.

—Michelle Holschuh Simmons, Warren County Public Library Board Secretary