

**Warren County Public Library District**  
**May 8, 2017**

The Warren County Public Library District Board Meeting was held May 8, 2017 in the Main Library Board Room. In attendance were Trustees Gossett, Willhardt, Sturgeon, Vancil, Simmons, Zesbaugh and Director Good, Bookkeeper Loquist and Boy Scout Zane Tibbitts-Zesbaugh of Monmouth Troop 335.

President Willhardt called the business meeting to order at 5:15 P.M. Vancil (Zesbaugh) moved to accept April 10, 2017 board meeting minutes as printed. Motion carried. Unrecorded vote.

Trustee McKenna arrived.

**Financial Report:** The report was presented by Treasurer Vancil.

Checking Account Balance 03/31/2017	\$427,958.44
Receipts	1,651.10
Disbursements	42,966.44
Balance 04/30/2017	\$386,643.10

Working Cash Fund Balance 03/31/2017	\$28,641.04
Receipts	318.89
Disbursements	.00
Balance 04/30/2017	\$28,959.93

Certificate of Deposits	\$300,000.00
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Building Account Balance 03/31/2017	\$35,827.19
Receipts	4.05
Disbursements	1,820.86
Balance 04/30/2017	\$34,010.38

McKenna (Simmons) moved to file for audit April 30, 2017 Statement of Tax Fund/Statement of Working Cash Fund/Certificate of Deposits/Statement of Building Fund. Ayes-7, Nays-0. Motion carried. Recorded vote.

**Correspondence:** Staff Objartel gave notice of her retirement as of June 30, 2017. Objartel will be honored at Annual Picnic and by staff at a later date.

**President's Report:** Willhardt announced the board is now comprised of 8 trustees with 5 needed as a quorum. Zesbaugh will be taking a temporary leave of absence beginning fall, 2017. Gossett will remain on board through December, 2017. Certificates of Election was given to trustees Sturgeon, Zesbaugh and will be given to Heerwagen due to his absence. Newly elected trustees will be sworn in at June Board Meeting.

**COMMITTEE REPORTS:**

**Building and Grounds:** Sidewalk Update: Work will begin May 30-July 20.

Carpet Replacement - \$2,571.02 estimate: Zesbaugh (Simmons) moved to allow up to \$3,300 for carpet expenses. It will be the same style of carpet installed in the Aquarium Room. Ayes-7, Nays-0. Motion carried. Recorded vote.

Façade Grant: A 50/50 up to \$7,500 grant is being applied for. If possible, exterior library sign, light fixtures and awning may be updated.

Staff Lounge – Upper Kitchen Cabinet Doors/Hardware Replaced: McKenna (Vancil) moved to allow up to \$3,000. Estimates will be sought from Showplace Kitchens and Alexander Lumber. Ayes-7, Nays-0. Motion carried. Recorded vote.

Simmons temporarily departed meeting.

**District Branches:** Roseville Branch Librarian McIntyre had to close temporarily on one Monday due to husband's health issue. Alexis Branch Librarian Bowling is getting bids for furniture improvements. Alexis Memorial Fund will be used for project.

**Finance and Development:** EAV Notice for year 2016 has been received from County Clerk Conard.

Simmons returned.

**Human Resources:** Schedule Meeting for 2017-2018 Salaries: Tuesday, June 6 at 5:00 P.M. Possible salary increases – 2%, 3%, 4%.

Donna Objartel: Need a part-time (Collection Development) or full-time (Adult Services Librarian) replacement for Donna Objartel current position.

**RAILS Report:** Simmons reported Illinois State Library Council is being organized and needing participants. Some possible local contacts were named.

#### **UNFINISHED BUSINESS:**

**Security Cameras – Seico Security Systems:** Following discussion, no action was taken.

#### **NEW BUSINESS:**

**Resolution #1 – 17-18 Non-Resident Participation:** McKenna (Simmons) moved to adopt Resolution #1 - 17-18 Nonresident Participation for a fee of \$74.68. Ayes-7, Nays-0. Motion carried. Recorded vote.

**Picnic:** Trustee Heerwagen proposed Monmouth Country Club as location for \$200 rental for 3-6 hours on June 12<sup>th</sup>. The June Board Meeting will also be held at the Country Club. The board was in agreement and Heerwagen will make all the arrangements.

#### **LIBRARIAN'S REPORT:**

**Circulation/Programs/Internet/Door Count Statistics:** Noted was the increase in programs, decrease in door count.

**Food for Fines – 197 items donated to Jamieson Center:** Very high number of items.

**RSVP:** Library will become a volunteer site.

**New Hire – Temporary Position – Alex Perry:** Staff Brandy Robbins will be reducing hours and going on maternity leave June 23<sup>rd</sup>. Alex will be working Brandy's vacant hours beginning May 31<sup>st</sup>.

**Danielle Morrison – Tuition Reimbursement:** Youth Librarian Morrison is attending University of Illinois Library School's on-line program. Morrison will be given \$500/year tuition reimbursement per Policy Manual.

#### **Upcoming Events/Programs:**

May 18	4:00 PM	Fun Music Program – Glenn Brooks
May 19	2:00 PM	Sylvia Shults – “Fractured Spirits”
May 20	2:00 PM	Gardening Series – Bill Wallace – plant swap and trade

Zesbaugh (McKenna) moved to adjourn 6:50 P.M.

Nancy Gossett, Secretary