

WARREN COUNTY PUBLIC LIBRARY DISTRICT
May 11, 2020

The Warren County Public Library District monthly board meeting was held May 11, 2020, in the Main Library Main Library Children's Room (spread out for social distancing). In attendance were Trustees Audette, Henderson, McKenna Simmons, Sturgeon, Zesbaugh. Director Good was also in attendance. Absent was Trustee Heerwagen.

President Zesbaugh called the board meeting to order at 5:15 p.m. Sturgeon (McKenna) moved to accept the March 9, 2020, board meeting minutes. Ayes-6, Nays-0, Abstention-0. Motion carried. Unrecorded vote. Sturgeon (McKenna) moved to accept the April 30, 2020, emergency board meeting minutes.

Ayes-5, Nays-0, Abstention-1. Motion carried. Unrecorded vote.

FINANCIAL REPORT

Checking Account Balance 2/29/2020	\$608,098.03
Receipts	\$1,107.69
Disbursements	\$43,818.76
Balance 3/31/2020	\$565,386.96

Working Cash Fund Balance 2/29/2020	\$31,276.28
Receipts	\$10.41
Disbursements	\$00.00
Balance 3/31/2020	\$31,286.69

Certificate of Deposits 3/31/2020	\$300,000.00
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Building Account Balance 2/29/2020	\$27,658.69
Receipts	\$3.60
Disbursements	\$4,568.36
Balance 3/31/2020	\$23,093.93

FINANCIAL REPORT

Checking Account Balance 3/31/2020	\$565,386.96
Receipts	\$222.01
Disbursements	\$37,660.69
Balance 4/30/2020	\$527,948.28

Working Cash Fund Balance 3/31/2020	\$31,286.69
Receipts	\$556.28
Disbursements	\$00.00
Balance 4/30/2020	\$31,842.97

Certificate of Deposits 4/30/2020	\$300,000.00
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Building Account Balance 3/31/2020	\$23,093.93
Receipts	\$2.89
Disbursements	\$947.36
Balance 4/30/2020	\$22,149.46

The Certificate of Deposit at Midwest Bank is maturing on 7/10/20, and so Bookkeeper Loquist will investigate rates.

Simmons (Audette) moved to file for audit the 3/31/2020 and 4/30/2020 Statements of Tax Fund/Statements of Working Cash Fund/Statements of Certificate of Deposits/Statements of Building Fund. Ayes—6, Nays—0. Motion carried. Recorded vote.

CORRESPONDENCE

No correspondence.

PRESIDENT'S REPORT

President Zesbaugh reminded the Board of the webinar for Board members hosted by RAILS that will happen on Thursday, May 14, 2020.

As of May 11, 2020, in Warren County there are 106 confirmed cases of COVID-19, with 368 tested cases being negative, and 65 individuals who have recovered.

REPORTS OF COMMITTEES AND BOARD MEMBERS

No reports.

UNFINISHED BUSINESS

- The Board has put a hold on the discussions of the social media policy due to the pandemic. We will revisit this topic at a future meeting.
- Regarding the no-contact pick-up service, Simmons (McKenna) moved to approve curbside service on a trial basis when Director Good deems it appropriate. Ayes—6, Nays—0. Motion Carried. Unrecorded vote.

NEW BUSINESS

The board reviewed several library policies in light of the current COVID-19 outbreak.

- Simmons (Henderson) moved to pay employees during the stay-at-home order in Illinois. Ayes—6, Nays—0. Motion Carried. Recorded vote.
- President Zesbaugh notified the Board of employee rights under the Families First Coronavirus Response Act, effective through December 31, 2020.
- The Board discussed Part-Time Employee Sick Leave Policy.
- Discussion and voting on Ordinance #1—20-21 Trustee Meeting Dates 2020-2021 delayed until June meeting.
- Resolution #2—20-21 Sturgeon (Simmons) moved to approve the Non-resident Participation resolution, stating that interested parties could pay \$85.85 for a family to have full access to materials and services at the Warren County Public Library. Ayes—6, Nays—0. Motion Carried. Recorded vote.

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics: The library had story-time online during the time that the library has been closed. Ebook checkouts have increased while the library has been closed.

Summer Reading Program: The program will be entirely online, with no events and online record-keeping for participants. Online story-times will continue. More make-it take-it kits will be made available, with online demonstrations. Adult participants' record-keeping will be in paper.

Tax Collection will be delayed again this year, similar to last year.

No Upcoming Events, but Online Events Scheduled.

Motion to adjourn by Henderson (Audette). The meeting was adjourned at 6:39 p.m.

—Michelle Holschuh Simmons, Warren County Public Library Board Secretary