

**WARREN COUNTY PUBLIC LIBRARY DISTRICT**  
**November 12, 2018**

The Warren County Public Library District monthly board meeting was held November 12, 2018, in the Main Library board room. In attendance were Trustees Heerwagen, McKenna, Simmons, Sturgeon, Vancil, Willhardt, and Zesbaugh. Director Good was also in attendance.

President Willhardt called the board meeting to order at 5:15 p.m. McKenna (Heerwagen) moved to accept the October 8, 2018, board meeting minutes. Ayes—6, Nays—0, Abstentions—1. Motion carried. Unrecorded vote.

**FINANCIAL REPORT**

Checking Account Balance 9/30/18	\$618,386.31
Receipts	\$3,948.05
Disbursements	\$50,935.69
<b>Balance 10/31/18</b>	<b>\$571,398.67</b>

Working Cash Fund Balance 9/30/18	\$26,723.89
Receipts	\$570.61
Disbursements	\$0
<b>Balance 10/31/18</b>	<b>\$27,294.50</b>

Certificate of Deposits 10/31/18	\$300,000.00
----------------------------------	--------------

Building Account Balance 9/31/18	\$33,875.43
Receipts	\$4.48
Disbursements	\$1,601.75
<b>Balance 10/31/18</b>	<b>\$32,278.16</b>

The library received \$1,674 in memorials for former employee Donna Objartel. It will be used for bookshelves in her favorite section, the Mystery area. Sturgeon (Heerwagen) moved to file for audit the October 8, 2018, 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.

**REPORTS OF COMMITTEES AND BOARD MEMBERS**

**RAILS.** Simmons reported that Dee Brennan, the executive director of RAILS, asked for building photos from all member libraries. Duane Bonifer, the executive director of communications and marketing at Monmouth College, took high resolution photos of the exterior of the library for free.

Laura Turner, the RAILS board chair and president, would like to see more representation from non-public libraries. Currently only two (out of fifteen) board members are from non-public libraries.

**UNFINISHED BUSINESS**

The Kirkwood Library has received permission to mount a bookdrop on the exterior wall.

A maintenance employee from the Village of Alexis looked at the leaking sewer pipe in the Alexis Library's basement. He reported that it needs to be repaired. Good will follow up.

## **DIRECTOR'S REPORT**

**Circulation/Programs/Internet/Door Count Statistics.** Adult circulation was up at the Main Library by 953. On Election Day, the library waived fines for returned items. The library is also offering Fine Free Fridays in November. One individual has checked out the Figge Art Museum pass so far. Good will continue to publicize it.

Simmons departed at 5:45.

**Per Capita Grant Questions.** The board reviewed Chapter 8, Public Services: Reference and Reader's Advisory Services of the "Serving Our Public 3.0: Standards for Illinois Public Libraries, 2014." Good mentioned that in some cases, patrons are directed to county and city resources (for City Council minutes, for example). Links to these resources are provided on our website. President Willhardt reviewed the highlights from Chapters 6-10 of the Trustees Facts File Third Edition. These chapters were about Intellectual Freedom, Planning, Human Resources, Facilities, and Budgeting and Financial Management.

For continuing education, a trustee needs to complete an educational program that focuses on the needs of patrons with disabilities. Vancil volunteered to watch "JJ's List: Disability Awareness" on the RAILS website prior to the next board meeting. She will report on our commitment to serving patrons with challenges, disabilities or differences.

**Building Updates.** Jeremy Gerard of Gerard Tuck Pointing in Oneida tuck pointed part of the south wall and readjusted the gutter. Price: \$2,850. The roof will need some repair work in the spring for the seams and the flat section. Good is awaiting a bid from Holthaus Companies, Canton.

**Personnel Updates.** Adult Services Librarian Rebecca Eaton has submitted her resignation. Her last day is November 29. Ads have been placed on library websites. Amber Harvey is on maternity leave for the next eight weeks.

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

November 14 at 6:30 p.m.                      WWII Model Airplanes with Chad Braatz

November 17 at 2 p.m.                        Lux Blox Building Party

November 28 at 10 a.m.                      Facebook 101

Heerwagen (McKenna) moved to adjourn at 6:12 p.m.

—Amy Zesbaugh, Warren County Public Library Board Secretary