

WARREN COUNTY PUBLIC LIBRARY DISTRICT
November 9, 2020

The Warren County Public Library District monthly board meeting was held November 9, 2020, 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 October 12, 2020, board meeting minutes. Ayes—7, Nays—0, Abstention—0. Motion carried. Unrecorded vote.

FINANCIAL REPORT

Checking Account Balance 9/30/2020	\$262,689.63
Receipts	\$606,097.54
Disbursements	\$92,013.84
Balance 9/30/2020	\$776,773.33

Working Cash Fund Balance 10/31/2020	\$17,845.01
Receipts	\$3.03
Disbursements	\$00.00
Balance 10/31//2020	\$17,848.04

Certificate of Deposits 10/31/2020	\$300,000.00
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Building Account Balance 10/31/2020	\$4,220.55
Receipts	\$44,880.10
Disbursements	\$1,601.61
Balance 9/30/2020	\$47,499.04

Heerwagen (McKenna) moved to file for audit the 10/31/2020 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

No report.

REPORTS OF COMMITTEES AND BOARD MEMBERS

No reports.

UNFINISHED BUSINESS

No unfinished business

NEW BUSINESS

No new business

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics: Circulation numbers continue to be lower than other years, likely due to the pandemic. Curbside transactions have occurred: in September, there were

24 curbside transactions; in October, there were 9 curbside transactions. Since May, there have been 202 curbside transactions. This service is beneficial to reduce contact during the pandemic, but also for people with mobility issues.

Per capita grant: The library needs to review the Standards for Illinois Public Libraries to qualify for the grant. Director Good requested that board members read chapters 1-9 of the Standards for Public Libraries before the next meeting.

Heat strips on north side gutters: The gutters tend to crack, then water pours down, creating ice in the alley. The library has had the gutters repaired twice, and the repair person indicated that this will be a perennial issue due to the amount of water and the location. The largest gutter has been installed, and so in order to avoid having them crack, the recommendation is to install heat strips on the gutters. Tinkham electric has not done a job like this before, but they provided a best guess estimate of no more than \$2500 for materials and installation. Henderson (Simmons) made a motion to approve the expenditure of up to \$2500 for the installation of heat strips on the gutters. Ayes–7, Nays–0. Motion carried. Recorded vote.

Tier 1, 2, and 3 mitigation: The state of Illinois and the west central region is currently in Tier 1 mitigation, but we may move to tier 2 or tier 3 in the coming weeks. McKenna (Heerwagen) made a motion to close the library Friday and Saturday of Thanksgiving week (just for this year). Ayes–7, Nays–0. Motion carried. Recorded vote.

Upcoming events: There will be a card-making event on Friday, November 13 at 6:30 PM via Zoom. There will be a book discussion about *Rebecca* by Daphne Du Murier on November 30 at 6:30 PM via Zoom. The library is offering crossword puzzles and word searches to help adults keep their minds active; these activities may not appear in statistics because they might not qualify as passive programs. There are make it-take it kits in the Children's Room.

Motion to adjourn by Heerwagen (Audette). The meeting was adjourned at 5:49 p.m.

—Michelle Holschuh Simmons, Warren County Public Library Board Secretary