

WARREN COUNTY PUBLIC LIBRARY DISTRICT
October 14, 2019

The Warren County Public Library District monthly Board Meeting was held October 14, 2019, in the Kirkwood Branch Library. In attendance were Trustees Audette, Heerwagen, McKenna, Simmons, Sturgeon, and Zesbaugh. Director Good, Bookkeeper Loquist, and Kirkwood Branch Librarian Kelly Hartzell were also in attendance. Absent was Trustee Willhardt.

Treasurer Sturgeon called the board meeting to order at 5:15 PM. Zesbaugh (Sturgeon) moved to accept the September 9, 2019, board meeting minutes. Ayes—4, Nays—0, Abstentions—2. Motion carried. Unrecorded vote.

The Oath of Office was administered to Katelyn Audette, who is serving as an appointed trustee until the next election in 2021.

FINANCIAL REPORT

Checking Account Balance 8/31/2019	\$542,903.92
Receipts	\$239,661.86
Disbursements	\$58,036.03
Balance 9/30/2019	\$724,529.75

Working Cash Fund Balance 8/31/2019	\$27,568.30
Receipts	\$15.86
Disbursements	\$00.00
Balance 9/30/2019	\$27,584.16

Certificate of Deposits 9/30/2019	\$300,000.00
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Building Account Balance 8/31/2019	\$23,472.38
Receipts	\$16,119.40
Disbursements	\$2,113.20
Balance 9/30/2019	\$37,478.58

McKenna (Heerwagen) moved to file for audit the September 30, 2019 Statement of Tax Fund/Statement of Working Cash Fund/Statement of Certificate of Deposits/Statement of Building Fund. Ayes—6, Nays—0. Motion carried. Recorded vote.

PRESIDENT'S REPORT

No report.

Kirkwood Branch Librarian Kelly Hartzell reported that vandalism on the exterior corner of the library occurred. A member of the community donated bricks for the repair, and a member of Hartzell's family will repair the damage. The library will pay for the mortar. She also reported that local children have been playing on and around the fire escape ladder, which could be dangerous. The local gym is closed due to damage, and so youth congregate around the library. The new exterior book drop is working well; the sign came off, so she is investigating other options that are more weather proof.

REPORTS OF COMMITTEES AND BOARD MEMBERS

Simmons (Heerwagen) moved to approve Ordinance #6 Annual Tax Levy. The auditors have recommended we not ask for anything in unemployment, so Director Good has not asked for any funds in this area this year because we had too much carryover from previous years. Ayes—6, Nays—0. Motion carried. Recorded vote.

UNFINISHED BUSINESS

The board now has a new board member, Katelyn Audette.

NEW BUSINESS

None.

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics: The library had strong attendance at programs.

CIPA Filter: This internet filter is required to be eligible for per capita grant funding and other federal funding. One of the hard drives of the filter has broken, and so Director Good got an estimate of \$1350 for a replacement. McKenna (Heerwagen) made a motion to purchase the new filter. Ayes—6, Nays—0. Motion carried. Recorded vote.

Genealogy Request: The Genealogy Room volunteers have asked the library to pay half the cost of \$495 for annual hardware-software support of the microfilm reader, which would be \$247.50. Heerwagen (McKenna) made a motion to support Director Good's contribution of \$247.50 for this purpose. Ayes—6, Nays—0. Unrecorded vote.

Personnel Update: Megan Horack is now working 32 hours/week.

Upcoming Events/Programs:

Read and Feed: This is an opportunity to address food insecurity in our community; food (such as frozen pizzas or popcorn) is available at the library as long as individuals are reading. Currently this is offered twice per week on Tuesdays and Thursdays between 3:30 and 6:30, but Director Good reported that attendance drops off considerably after 5:30, so the hours will be shortened to 3:30 to 5:30. There are up to 30 children per day in attendance.

Summer Meal Program: Director Good has been in contact with Nancy Mowen at the Jamieson Center to become a site for lunch distribution during the summer program. This effort will bring people into the library who might not otherwise use the library.

October 25th, there will be the second annual Halloween parade, during which children trick or treat at the downtown businesses. This activity replaces story hour on that day.

October 22nd and 29th in the evenings, the Boy Scout Troop #350 based in Kirkwood will be reading campfire stories and spooky stories (respectively) in a tent.

Motion to adjourn by Zesbaugh (Simmons). The meeting was adjourned at 6:10 p.m.

—Michelle Holschuh Simmons, Warren County Public Library Board Secretary