

WARREN COUNTY PUBLIC LIBRARY DISTRICT

October 9, 2017

The Warren County Public Library District Board Meeting was held October 9, 2017 at the Kirkwood Branch Library, 134 South Kirk, Kirkwood, IL. In attendance were Trustees Gossett, Heerwagen, McKenna, Willhardt, Simmons, Sturgeon, Director Good and Kirkwood Branch Librarian Kelly Hartzell.

President Willhardt called the business meeting to order at 5:11 P.M. Simmons (Heerwagen) moved to accept September 11, 2017 board meeting minutes as printed and distributed. Motion carried. Unrecorded vote.

Financial Report: The report was presented by President Willhardt.

Checking Account Balance 08/31/2017	\$406,735.56
Receipts	251,466.13
Disbursements	70,142.74
Balance 09/30/2017	\$588,058.95
Working Cash Fund Balance 08/31/2017	\$26,693.81
Receipts	9.87
Disbursements	.00
Balance 09/30/2017	\$26,703.68
Certificate of Deposits 09/30/2017	\$300,000.00
Building Account Balance 08/31/2017	\$22,096.43
Receipts	20,825.65
Disbursements	2,741.09
Balance 09/30/2017	\$40,180.99

Heerwagen (Simmons) moved to file for audit September 30, 2017 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: Per Capita Grant Requirements – Review of 5 chapters of Trustee Fact Files and safety education to be completed by January, 2018.

Bylaws of the Warren County Public Library update was presented by Willhardt. Trustees were asked to review for discussion for November 13, 2017 Board Meeting.

COMMITTEE REPORTS:

RAILS: Director Good and Trustee Simmons will be proposing a pilot study to address the unserved population with assistance from Dee Brennan at RAILS.

UNFINISHED BUSINESS:

Cincinnati Insurance (Commercial Package) Audit Review: Suggested issues to be addressed: 1) Push bars on some exterior doors 2) Down spouts to be redirected on west side of building 3) Implement staff background checks 4) Certificate of Insurance for contractors 5) Facility check lists 6) Develop business interrupted plan.

LIBRARIAN'S REPORT:

Circulation/Programs/Internet/Door Count Statistics: E-books circulation increased.

Unserved Population Proposal: See RAILS report.

Per Capita Grant Requirements: Tabled until next meeting.

Alley - Sidewalk Repairs: West end of alley is in need of some sidewalk repair. Tabled until Spring, 2018. Buchanan Center for the Arts would be willing to share 50% of cost.

Alley – Cameras: McKenna (Simmons) moved to purchase 2 cameras for alley, up to \$3,000. Ayes-6, Nays-0. Motion carried. Recorded vote.

Thank You Walk-Out Volunteers – Chad McKenna/Neal Heerwagen.

Upcoming Events/Programs:

October 12	10:00 AM	Watch Me Grow
October 25	4:00 PM	“Gypsy Grace” Caregiver Workshop
October 28	10:00 AM	Halloween Party

Drop-In Crafts Program is continuing.

The calendar is being color coded: Blue – Children Programs; Brown – Adult Programs

McKenna (Simmons) moved to adjourn at 6:35 P.M.

Nancy Gossett, Secretary