

WARREN COUNTY PUBLIC LIBRARY DISTRICT
September 9, 2019

The Warren County Public Library District monthly Board Meeting was held September 9, 2019 in the Main Library Board Room. In attendance were Trustees Simmons, Sturgeon, Willhardt, and Zesbaugh. Director Good and Bookkeeper Loquist were also in attendance. Absent was Trustee Heerwagen.

President Willhardt called the meeting to order at 5:15 PM. Zesbaugh (Sturgeon) moved to accept the August 12, 2019 board meeting minutes. Ayes—3, Nays—0, Abstentions—1. Motion carried. Unrecorded vote.

FINANCIAL REPORT

Checking Account Balance 7/31/2019	\$284,967.98
Receipts	\$338,433.81
Disbursements	\$80,486.85
Adjustment	\$11.02
Balance 8/31/2019	\$542,903.92

Working Cash Fund Balance 7/31/2019	\$26,298.74
Receipts	\$6,269.56
Disbursements	\$5,000.00
Balance 8/31/19	\$27,568.30

Certificate of Deposits 8/31/2019	\$300,000.00
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Building Account Balance 7/31/2019	<\$501.70>
Receipts	\$30,325.56
Disbursements	\$6,351.48
Balance 8/31/2019	\$23,472.38

Zesbaugh (Sturgeon) moved to file for audit the August 31, 2019 Statement of Tax Fund/Statement of Working Cash Fund/Statement of Certificate of Deposits/Statement of Building Fund. Ayes—4, Nays—0. Motion carried. Recorded vote.

McKenna arrived.

PRESIDENT'S REPORT

Correspondence: Chris Grimes sent a thank you note and a donation in memory of his father, David Grimes.

United Way sent a thank you note for the library's support of the Little Free Library project.

The City of Monmouth is requesting from the library a letter in support of the resolution to approve the downtown public square streetscape plan.

President Willhardt reminded the board that the October 14th Meeting will be held at the Kirkwood Branch Library.

The Friends of the Library group expressed concern about several issues; the board discussed responses to each of their concerns.

REPORTS OF COMMITTEES AND BOARD MEMBERS

The board reviewed the Annual Financial Report for year ended June 30, 2019 prepared by Cavanaugh, Davies, Blackman & Cramblet. Simmons (McKenna) moved to approve the FY ending June 30, 2019 Annual Financial Report. Ayes—5, Nays—0. Motion carried. Recorded vote.

UNFINISHED BUSINESS

The board is still seeking a replacement board member; possible replacements were discussed.

NEW BUSINESS

None.

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics: The library had strong attendance at programs; passive programming increases numbers.

Personnel Update: Rebecca Montroy was hired as the Youth Services Library Assistant as of 8/20/2019. Her salary is \$28,000/year. Megan Horack has returned from leave as of 9/3/2019; she will soon be at 32 hours/week, and she anticipates she will be at 40 hours/week soon.

Building Requests: We received an estimate of \$2,750 for exterior trim repair by T.L. Cook Construction (\$2,450)/Lowell Neal (\$300). Simmons (McKenna) moved to approve the spending of this amount for the repair. Ayes—5, Nays—0. Motion carried. Recorded vote.

Lowell Neal wants to retire and would like to complete the bookcase project for the mystery section. He offered to complete the job at a discounted amount of \$7,400 plus an estimated amount of \$100 for removal of the old bookcases with \$3,700 to be paid at completion and the remaining balance of \$3,700 to be paid at a later date. Simmons (McKenna) moved to approve up to \$4,000 to be spent on the bookcases. Ayes—5, Nays—0. Motion carried. Recorded vote.

Camera update: The security camera near the front desk is installed and working.

Upcoming Events/Programs:

Sept. 17 Return of the Family Festival at 5:30 PM, in cooperation with the Regional Office of Education; the theme is superheroes.

Sept. 21 The final program in the gardening series will occur at 2:00 PM with Bill Wallace.

Sept. 21 The Friends of the Library Book Sale will happen from 8:00 AM – 2:00 PM.

The YMCA is offering a homeschoolers weekly class, and the library is coordinating with the YMCA to provide a homeschool meetup with technology kits.

Motion to adjourn by McKenna (Zesbaugh). The meeting was adjourned at 6:30 PM.

—Michelle Holschuh Simmons, Warren County Public Library Board Secretary