

**WARREN COUNTY PUBLIC LIBRARY DISTRICT**  
**September 14, 2020**

The Warren County Public Library District monthly board meeting was held August 10, 2020 in the Main Library periodical area (spread out for social distancing). In attendance were Trustees Audette, Heerwagen, Henderson, McKenna, Simmons, Sturgeon. Director Good and Bookkeeper Loquist were also in attendance.

Vice President McKenna called the Public Budget Hearing to order at 5:15 PM. No public guests were present for the meeting. Heerwagen (Sturgeon) made a motion to adjourn the Public Budget Hearing at 5:16 PM.

Vice President McKenna called the board meeting to order at 5:17 PM. McKenna (Henderson) moved to accept the August 10, 2020 board meeting minutes. Ayes–6, Nays–0, Abstention–0. Motion carried. Unrecorded vote.

**FINANCIAL REPORT**

Checking Account Balance 7/31/2020	\$362,996.94
Receipts	\$1,355.20
Disbursements	\$50,965.06
<b>Balance 8/31/2020</b>	<b>\$313,387.08</b>

Working Cash Fund Balance 7/31/2020	\$26,301.26
Receipts	\$1,394.21
Disbursements	\$10,000.00
<b>Balance 8/31/2020</b>	<b>\$17,695.47</b>

Certificate of Deposits 8/31/2020	\$300,000.00
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Building Account Balance 7/31/2020	\$5,226.24
Receipts	\$12,010.39
Disbursements	\$4,437.06
<b>Balance 8/31/2020</b>	<b>\$12,799.57</b>

Heerwagen (Henderson) moved to file for audit the 8/31/2020 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.

**CORRESPONDENCE**

The Board received Bookkeeper Gail Loquist letter of resignation as of November 06, 2020. The Board wishes to thank Bookkeeper Loquist for 28 years of exemplary service.

**PRESIDENT'S REPORT**

As of September 14, 2020 Warren County has had 288 confirmed cases of COVID-19, with 267 individuals who have recovered, and 1 death.

## **REPORTS OF COMMITTEES AND BOARD MEMBERS**

Simmons (Henderson) moved to approve the adoption of Combined Budget and Appropriation Ordinance #5 – 20-21. Ayes–6, Nays–0. Motion carried. Recorded vote.

Heerwagen (Audette) moved to approve the Annual Audit Report conducted by Cavanaugh, Davies, Blackman, and Cramblet CPAs. Ayes–6, Nays–0. Motion carried. Recorded vote.

## **UNFINISHED BUSINESS**

Director Good asked to table the discussion of the Social Media Policy until President Zesbaugh is present.

Director Good asked to table the discussion of a no fines policy until next month.

## **NEW BUSINESS**

Director Good asked the board to approve the extension of summer hours until October 31, 2020 at which point she will reassess the need for extended hours. Currently, traffic patterns do not warrant increased hours.

## **DIRECTOR'S REPORT**

**Circulation/Programs/Internet/Door Count Statistics:** Circulation numbers continue to be lower than other years, likely due to the pandemic. The library is doing passive programming.

RAILS has distributed masks with the census logo; the staff is distributing these masks.

No upcoming events, but online events scheduled. A book discussion about *Lab Girl* by Hope Jahren for the Big Read is scheduled for 9/29/20 via Zoom.

Motion to adjourn by Heerwagen (Henderson). The meeting was adjourned at 6:04 PM.

—Michelle Holschuh Simmons, Warren County Public Library Board Secretary