

WARREN COUNTY PUBLIC LIBRARY DISTRICT
JANUARY 9, 2023

The Warren County Public Library District monthly board meeting was held January 9, 2023, in the main branch of the Warren County Public Library. In attendance were Trustees Audette, Gambetta, Heerwagen, Henderson, Simmons, and Zesbaugh. Director Good was also in attendance.

President Heerwagen called the board meeting to order at 5:13 PM. Henderson (Simmons) moved to accept the December 12, 2022, board meeting minutes as amended. Ayes—6, Nays—0, Abstentions—0. Motion carried. Unrecorded vote.

FINANCIAL REPORT FOR DECEMBER 2022

Checking Account Balance 11/30/2022	\$926,133.91
Receipts	\$4,812.79
Disbursements	\$66,748.84
Balance 12/31/2022	\$864,197.86

Working Cash Fund Balance 11/30/2022	\$27,093.34
Receipts	\$136.23
Disbursements	\$0.00
Balance 12/31//2022	\$27,229.57

Certificate of Deposits 12/31/2022	\$300,000.00
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Building Account Balance 11/30/2022	\$45,554.87
Receipts	\$3.70
Disbursements	\$2,290.15
Balance 12/31/2022	\$43,268.42

Simmons (Zesbaugh) moved to file for audit the 12/31/2022 Statement of Tax Fund/Statement of Working Cash Fund/Statement of Certificate of Deposits/Statement of Building Fund. Ayes—6, Nays—0, Abstentions—0. Motion carried. Recorded vote.

CORRESPONDENCE

No report.

PRESIDENT'S REPORT

No report.

REPORTS OF COMMITTEES AND BOARD MEMBERS

Board members continue to reach out to potential appointees to fulfill the vacant trustee position.

UNFINISHED BUSINESS

Painting Estimates: Director Good presented two bids from local painting companies for interior paint. JB, previously under Spectrum Painting, estimated \$12,240 to install expansion joints (to prevent future cracking), remove wallpaper, prep the area, and paint the 1996 west addition area. The board room and bathrooms could be added for additional cost. Thompson Brothers gave an estimate of \$7475 to remove wallpaper, prep, and paint the addition area, bathrooms, and metal doors. The board room would cost an additional \$1690. The board opted for the Thompson Brothers and

approved up to \$9500 to be used for the project, including the \$1000 donation from Jan and Jim DeYoung for the inclusion of the board room. Ayes-6, Nays-0, Abstentions-0. Motion carried. Recorded vote.

Roof Repair Estimates: Routine roof inspection by Holthaus Companies identified issues including routine repair of deteriorating decking, patching, installation of a new drain, and, most significantly, a full replacement of the 1996 addition area. They recommended that other areas previously patched will also need replacement within 3-5 years. Their estimate of the cost is around \$66,000. The project will move forward with competitive bid process. The board and Director Good discussed contacting an architectural firm to complete an inspection and design a project plan before opening the bidding process.

NEW BUSINESS

No report.

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics: Door count and circulation have seen increases at the main branch. The Christmas on the Square event was well-attended. Circulation numbers have fallen slightly, perhaps due to winter weather and the holidays. Internet usage is up.

Value Line: Patrons have thanked Director Good and the board for the online Value Line subscription, which continues to see substantial use.

2023 Holidays: New Year's Eve and Christmas Eve will fall on Sunday in 2023. Director Good presented the option of closing the library for the full day on each of these holidays instead of the policy manual's prescribed half day. The board will revisit the issue next month.

Trial Period for Highlighted YA Nonfiction: Current YA nonfiction is shelved with adult nonfiction. Staff requested to include a handpicked selection of YA-specific nonfiction, especially biographies and memoirs, in the teen section to make them easier for teens to find. Director Good approved this on a yearlong trial basis. The board suggested including additional signage directing teen readers to other nonfiction resources as well.

Upcoming events:

- The January Take & Make kit is a cotton ball polar bear
- Thursday, February 16th at 5pm - Patrons are invited to make cat and dog toys for the Western Illinois Animal Rescue and donate pet care items. This is a joint craft event for kids and adults. WIAR may bring some animals to the library during the event.
- Thursday, March 25th at 5pm - Another craft event for all ages. Kids and adults can learn to make origami flowers and paper airplanes.

Motion to adjourn by Gambetta (Simmons). The meeting was adjourned at 6:39 p.m.

—Katelyn Audette, Warren County Public Library Board Secretary