

## WARREN COUNTY PUBLIC LIBRARY DISTRICT

January 2025

The Warren County Public Library District monthly board meeting was held January 13, 2025 at the Main Branch of the Warren County Public Library in Monmouth. In attendance were Trustees Jackie Beal, Cammy Davis, Stephenie Gambetta, and Meghan Schroeder. Director Larisa Good and Bookkeeper Sarah Buckley were also present. Trustees Sarah Henderson, Emily Brooks, and Lisa Adkisson were absent.

Vice President Davis called the board meeting to order at 5:18 p.m.

The first agenda item was a time of public presentations to the Board. There was no presentation.

The minutes from the previous meeting on December 9, 2024 were presented for approval by Secretary Beal. Gambetta (Shroeder) moved to accept the board meeting minutes as presented. (Ayes—4, Nays—0, Abstentions—0. Motion carried. Unrecorded vote.)

### FINANCIAL REPORT FOR DECEMBER 2024

Checking Account Balance 11/30/2024	\$1,250,603.43
Receipts	\$25,338.65
Disbursements	\$53,306.55
<b>Balance 12/31/2024</b>	<b>\$1,222,635.53</b>

Working Cash Fund Balance 11/30/2024	\$30,555.57
Receipts	\$12.98
Disbursements	\$0.00
<b>Balance 12/31/2024</b>	<b>\$30,568.55</b>

<b>Certificate of Deposits 12/31/2024</b>	<b>\$300,000.00</b>
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Building Account Balance 11/30/2024	\$60,729.48
Receipts	\$1,473.04
Disbursements	\$6,514.71
<b>Balance 12/31/2024</b>	<b>\$55,687.81</b>

Schroeder (Gambetta) moved to file for audit the 12/31/2024 Statement of Tax Fund/Statement of Working Cash Fund/Statement of Certificate of Deposits/Statement of Building Fund. (Ayes—4, Nays—0, Abstentions—0. Motion carried. Recorded vote.)

### CORRESPONDENCE

The library received mail from the City of Monmouth regarding a public hearing for a potential new TIF district. That hearing will be on February 3, 2025 @ 5:30. Updates to the other TIFs will be discussed at a hearing on February 6<sup>th</sup>.

### PRESIDENT'S REPORT

Vice President Davis had no report.

### REPORTS OF COMMITTEES AND BOARD MEMBERS

None

### UNFINISHED BUSINESS

None

## **NEW BUSINESS**

Director Good distributed the Alexis Branch lease renewal document. The trustees discussed the lease, including potential concern with the safety of the handicap ramp and clarification in the lease of responsibility for yard and snow maintenance.

## **DIRECTOR'S REPORT**

### **Circulation/Programs/Internet/Door Count Statistics:**

Director Good provided the Director's Report of Statistics for December. The numbers were down a bit overall from 2023 for the main branch, but up in both adult and juvenile categories at the Alexis and Roseville branches. In addition, the overall totals for YTD were up +300.

The next item presented was the LIMRiCC IGA (Library Insurance Management and Risk Control Combination Intergovernmental) Agreement which the library is being asked to sign. Shroeder (Gambetta) made a motion to approve the agreement and to authorize Director Good to sign on the library's behalf. (Ayes—4, Nays—0, Abstentions—0. Motion carried. Unrecorded vote.)

The next agenda item was a request for a meeting room by a weavers' guild to hold its weekly meeting and store the looms during a 6–12-month period while its current location is under construction. It was decided that we will decline due to lack of available space.

The trustees then reviewed the quote for \$2,100.01 from Tinkham's Electric to provide gutter heat. Shroeder (Gambetta) made a motion to approve the expense from Tinkham's Electric. (Ayes—4, Nays—0, Abstentions—0. Motion carried. Recorded vote.)

Director Good presented the quote from Doug Shinn to reupholster 38 chairs at the Main Branch. Gambetta (Shroeder) made a motion to approve the expense up to \$3,500 to reupholster all 38 chairs as proposed, with enough additional material to cover 5 chairs in the event a repair is needed. (Ayes—4, Nays—0, Abstentions—0. Motion carried. Recorded vote.)

### **Upcoming events:**

#### Adults:

January – programming break for adults

January 7<sup>th</sup> @ 1-4 pm (and every Tuesday): Tech navigator office hours w/ Kevin Titus (Americorps)

#### Youth:

Take & Make kits for January: Programming Break

Take & Make kits for February: Paper Plate Dragons

January 17<sup>th</sup> @ 4:00 pm: Stuffed Animal Sleepover

January 18<sup>th</sup> @ 10:00 am: Stuffed Animal Storytime

3<sup>rd</sup> Tuesday @ 5:30 pm: Family Literacy Night hosted by ROE

1<sup>st</sup> and 3<sup>rd</sup> Tuesday @ 3:30 pm: Lego Challenge Club

1<sup>st</sup> and 3<sup>rd</sup> Thursday @ 3:30 pm: Pokémon Club

The next meeting will be held at the main branch on February 10<sup>th</sup> @ 5:15 p.m.

Motion to adjourn by Gambetta (Schroeder). The meeting was adjourned at 6:43 p.m.

—Jackie Beal, Board Trustee and Recording Secretary