

**WARREN COUNTY PUBLIC LIBRARY DISTRICT
JUNE 12, 2023**

The Warren County Public Library District monthly board meeting was held June 12, 2023, in the main branch of the Warren County Public Library. In attendance were Trustees Adkisson, Audette, Gambetta, Henderson, and Simmons. Community member Rebecca Eaton, Director Good, and Bookkeeper Buckley were also in attendance.

Director Good called attention to the new agenda item “Public Presentations to the Board.” This will be included in future agendas as an opportunity for members of the public to provide input to the board.

President Simmons called the board meeting to order at 5:15 PM. Henderson (Gambetta) moved to accept the May 08, 2023 board meeting minutes as amended. (Ayes–5, Nays–0, Abstentions–0. Motion carried. Unrecorded vote.)

FINANCIAL REPORT FOR MAY 2023

Checking Account Balance 4/30/2023	\$870,867.38
Receipts	\$4,579.35
Disbursements	\$76,109.00
Balance 5/31/2023	\$799,337.73

Working Cash Fund Balance 4/30/2023	\$28,742.95
Receipts	\$1,505.31
Disbursements	\$0.00
Balance 5/31/2023	\$30,248.26

Certificate of Deposits 5/31/2023	\$300,000.00
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Building Account Balance 4/30/2023	\$36,110.57
Receipts	\$6.45
Disbursements	\$1,541.91
Balance 5/31/2023	\$34,575.11

Henderson (Audette) moved to file for audit the 5/31/2023 Statement of Tax Fund/Statement of Working Cash Fund/Statement of Certificate of Deposits/Statement of Building Fund. (Ayes–5, Nays–0, Abstentions–0. Motion carried. Recorded vote.)

CORRESPONDENCE

Director Good has received an award letter from the Secretary of State notifying the WCPL of receipt of a \$24,825 Per Capita grant for the 2023-2024 fiscal year.

PRESIDENT’S REPORT

President Simmons notified the board of a new position she has accepted at Western Illinois University. Her family is planning to move to Macomb contingent on the sale of their house. The board expressed their good wishes, although her leadership and contributions to the library will be missed. President Simmons will remain on the board until she moves out of Warren County.

REPORTS OF COMMITTEES AND BOARD MEMBERS

Resolution #5–22-23: Gambetta (Adkisson) moved to adopt the resolution, which will transfer funds over \$325,734.75 from the Working Cash fund to the Corporate Fund. (Ayes–5, Nays–0, Abstentions–0. Motion carried. Recorded vote.)

Ordinance #3–23-24: Adkisson (Henderson) moved to adopt Ordinance #3 to levy and assess a .02% tax. (Ayes–5, Nays–0, Abstentions–0. Motion carried. Recorded vote.)

FY 2023-2024 Tentative Budget: Director Good presented the tentative budget for the 2023-2024 fiscal year. Notification of the proposed budget will be published in the newspaper 30 days before the public budget hearing to be held at the August 14, 2023 monthly board meeting. Members of the community may request to view the budget proposal by contacting Director Good. Gambetta (Adkisson) moved to accept the budget as proposed (Ayes–5, Nays–0, Abstentions–0. Motion carried. Recorded vote.)

UNFINISHED BUSINESS

Decennial Committee Discussion #2: President Simmons called the second meeting of the Decennial Committee to order at 5:47pm. Director Good provided a report compiled in accordance to a template provided by the RAILS legal team. The report highlighted core programs and services currently provided by the library and services/programs that could be provided given the opportunity, as well as current community partnerships and awards and recognitions the library has received. Director Good accepted suggestions from the committee for additions to community partnerships and recognitions. She has also drafted a policy on public comment and added a section for public presentations to the monthly agenda. A potential improvement to efficiency the library could make would be to appoint a second FOIA officer in

case of the rare circumstance that Director Good (the current FOIA officer) would be unavailable to provide services. The committee will assess the report and make any additional changes before the final meeting of the committee. Survey was conducted for input. No additional members of the public were in attendance. The meeting was adjourned at 6:03pm.

NEW BUSINESS

Discuss Annual Library Appreciation Picnic: Bookkeeper Buckley has retained previous contacts provided by former trustee Heerwagen, including the Monmouth Country Club and Aramark food service, and will contact them to provide services for the picnic. The picnic will be held at the Country Club on September 11, 2023 following the monthly board meeting.

Annual Meeting July 10: The board's annual meeting will be held on July 10, 2023.

Volunteers for Trustee Audit of Secretary's Minutes: Trustees Henderson and Adkisson volunteered to audit the 2022-2023 board meeting minutes.

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics: The door count is up, as well as ebook/downloadable books and Internet usage. Alexis circulation counts were inflated due to staff weeding materials; in order to discard them, materials selected for removal must be checked out of the system. Kirkwood numbers were low due to several days of building-related forced closures.

Building Update: The architectural firm hired to assess the main branch's roof and advise on the roofing project requested a core sample in order to better understand the underlying structure of the roof. Holthaus was approved up to \$500 to perform the core sample. After results from the sample are received and assessed, the project will be put out for bid. Director Good briefed the new trustees on the ongoing project. At the Kirkwood branch, investigation into the possibility of moving the branch into the Old Schoolhouse is ongoing. Landlord Shughart has signed the new rental agreement which is now a month-to-month rental.

Staff Update: Mindy Newberry has been hired as the Youth Services Librarian, beginning on July 5, 2023 at a salary of \$33,500 per year. The search for a librarian to fill the Alexis branch position is ongoing. Director Good encourages interested parties, especially from the Alexis community, to submit an application.

Upcoming events:

- The June Take & Make kit is a craft stick harmonica.
- On Thursday, June 15th at 4:00pm adults can craft flower press suncatchers.
- The Summer Reading Program is ongoing and includes several events. On Thursday, June 15th at 2:00pm Native American Bald Eagle Dancer Rudy Vallejo will perform at the main branch.
- On Wednesday, June 21st at 7:00pm *Braiding Sweetgrass* author Robin Wall Kimmerer will host a Zoom event through the Illinois Libraries Present (ILP) program series.

Motion to adjourn by Henderson (Gambetta). The meeting was adjourned at 6:44pm.

—Katelyn Audette, Warren County Public Library Board Secretary