

WARREN COUNTY PUBLIC LIBRARY DISTRICT

March 2025

The Warren County Public Library District monthly board meeting was held March 10, 2025 at the Main Branch of the Warren County Public Library in Monmouth. In attendance were Trustees Sarah Henderson, Jackie Beal, Cammy Davis, Stephenie Gambetta, and Meghan Schroeder. Director Larisa Good and Bookkeeper Sarah Buckley were also present. Trustees Lisa Adkisson and Emily Brooks were absent.

President Henderson called the board meeting to order at 5:17 p.m.

The first agenda item was a time of public presentations to the Board. There were no presentations at the March meeting.

The minutes from the previous meeting on February 10, 2025 were presented for approval by Secretary Beal. Gambetta (Davis) moved to accept the board meeting minutes as presented. (Ayes–4, Nays–0, Abstentions–1. Motion carried. Unrecorded vote.)

FINANCIAL REPORT FOR FEBRUARY 2025

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|------------------------------------|-----------------------|
| Checking Account Balance 1/31/2025 | \$1,172,693.49 |
| Receipts | \$6,437.42 |
| Disbursements | \$52,366.06 |
| Balance 02/28/2025 | \$1,126,764.85 |

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|-------------------------------------|--------------------|
| Working Cash Fund Balance 1/31/2025 | \$30,581.53 |
| Receipts | \$11.73 |
| Disbursements | \$0.00 |
| Balance 02/28/2025 | \$30,593.26 |

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|---|---------------------|
| Certificate of Deposits 02/28/2025 | \$300,000.00 |
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|------------------------------------|--------------------|
| Building Account Balance 1/31/2025 | \$50,973.61 |
| Receipts | \$7.78 |
| Disbursements | \$3,591.91 |
| Balance 02/28/2025 | \$47,389.48 |

Davis (Schroeder) moved to file for audit the 02/28/2025 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 received notification that five Warren County residents/businesses disputed tax bills that will lead to a negotiation between the county and the complainants on their final tax amount before the library portion of tax assessments can be finalized.

PRESIDENT'S REPORT

None

REPORTS OF COMMITTEES AND BOARD MEMBERS

Trustee Beal reported that because she missed the TIF meetings in February due to illness, she has asked an employee from the City of Monmouth for any handouts or notes from the meetings. She will share any document received with Director Good.

UNFINISHED BUSINESS

Director Good has sent another email to the lawyer for the Village of Alexis regarding that branch's renewal lease, but has not received a response. The matter is still pending.

NEW BUSINESS

Director Good provided her recommended updates to the Library's Personnel/Emergency Procedure Manual, with proposed changes listed in red and discussed. Schroeder (Gambetta) made a motion to approve the updates to the Library's Personnel/Emergency Procedure Manual as presented. (Ayes—5, Nays—0, Abstentions—0. Motion carried. Unrecorded vote.)

There was a secondary discussion regarding potential compensation for those employees who are eligible for the significant insurance benefit, but opt-out due to another outside option for insurance coverage. The Trustees asked Director Good to explore options for reimbursement and bring the matter back for further discussion.

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics:

Director Good provided the Director's Report of Statistics for February. The total overall numbers for 2025 were up over the same time period in 2024, primarily due to increased activity at the main branch (480), with e-books (277), with the new Hoopla Program (120) and the increase in Value Line activity (76). Also, the new offering called The Blind Date with a Book was successful. The library also created a non-dating option – Don't Judge a Book by Its Cover – offered for children.

At the February meeting, Director Good discussed another possible program called Kanopy. This month she provided an update, stating that library staff are testing the program to ensure the billing is proper and expects there might be a soft launch prior to the original launch date of May.

Upcoming events:

Adults:

Every Tuesday @ 1-4 pm: Tech navigator office hours w/ Kevin Titus (AmeriCorps)

March 13th @ 6:00 pm: Medicare 101 Class with Shelly Bass Anno

March 20th @ 4:00 pm: Spring Beaded Keychains and Bracelets

March 27th @ 4:00 pm: BYOB(ook) discussion

April 7th @ 2:00 pm: Who Gets Grandma's Yellow Pie Plate – presented by Tessa-Hobbs Curley, U of I Extension Office

Youth:

Take & Make kits for March: Coffee Filter Butterfly Craft

2nd Tuesday @ 5:30 pm: Family Literacy Night hosted by ROE

1st and 3rd Tuesday @ 3:30 pm: Lego Challenge Club

1st and 3rd Thursday @ 3:30 pm: Pokémon Club

1st Friday @ 10:00 am: Playgroup with ROE for families with children 0-3

Director Good noted the dual events for Mother Day's craft. In the youth portion, kids can make sugar scrub and bath bombs and at the same time, moms will go to another area of the library and make trinket dishes.

The next meeting will be held at the Roseville branch on April 14th @ 5:15 p.m.

Motion to adjourn by Schroeder (Gambetta). The meeting was adjourned at 6:24 p.m.

—Jackie Beal, Board Trustee and Recording Secretary