

WARREN COUNTY PUBLIC LIBRARY DISTRICT
May 2024

The Warren County Public Library District monthly board meeting was held May 13, 2024 in the main branch boardroom of the Warren County Public Library. In attendance were Trustees Katelyn Audette, Jackie Beal, Emily Brooks, Cammy Davis, and Sarah Henderson. Director Larisa Good and Bookkeeper Sarah Buckley were also present. Trustees Stephenie Gambetta and Lisa Adkisson were absent.

President Henderson called the board meeting to order at 5:16 p.m.

The first agenda item was a time of public presentations to the Board. There was a presentation at the May meeting from Kirkwood community members Renee Spence, Sue Nelson, Sarah Elswick, Linda Hollenberg, and Richard Hollenberg. Each community member spoke about the Kirkwood branch and their feelings concerning the importance of retaining a library in Kirkwood for the children and the families. Because the weather has gotten warmer, causing the lack of a working furnace to no longer be an issue, the group requested that the library reopen. The group asked what could they do to help to keep a library operational and there was discussion.

The minutes from the previous meeting on April 8, 2024 were presented for approval by secretary Jackie Beal. Brooks (Davis) moved to accept the board meeting minutes as presented. (Ayes–5, Nays–0, Abstentions–0. Motion carried. Unrecorded vote.)

FINANCIAL REPORT FOR APRIL 2024

Checking Account Balance 03/31/2024	\$1,035,365.15
Receipts	\$8,842.17
Disbursements	\$53,816.89
Balance 04/30/2024	\$990,390.43

Working Cash Fund Balance 03/31/2024	\$32,846.79
Receipts	\$13.50
Disbursements	\$0.00
Balance 04/30/2024	\$32,860.29

Certificate of Deposits 04/30/2024	\$300,000.00
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Building Account Balance 03/31/2024	\$59,763.93
Receipts	\$10.13
Disbursements	\$2,904.80
Balance 04/30/2024	\$56,869.26

Davis (Audette) moved to file for audit the 04/30/2024 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

No correspondence

PRESIDENT'S REPORT

None

REPORTS OF COMMITTEES AND BOARD MEMBERS

None

UNFINISHED BUSINESS

There was discussion about the Kirkwood branch. Even though the furnace was not an issue at this time, it was indicative of the lack of response received repeatedly from the landlord. The board decided that the branch would remain closed due to safety concerns and lack of response from the landlord. However, it was open to hearing about any viable alternative solutions.

The next item was the review of the Audit Report and Letter. There was a couple of nonmaterial deficiencies identified that were discussed by the board. Director Good identified an error on page 16 regarding the restricted fund balance, as it should be \$213,819. When pointed out to the accountant, he did not wish to correct the error in the report. Brooks (Davis) made a motion to approve the reports with the acknowledgement of the error and the accountant's position. (Ayes–5, Nays–0, Abstentions–0. Motion carried. Recorded vote.)

NEW BUSINESS

Director Good had two items for new business. The first was to update Ordinance #1 24-25 Trustee Meeting Dates 2024-2025. To comply with requirements of the Open Meetings Act, the board is required to write out and make publicly available the monthly meeting dates for the next fiscal year. Meeting dates will be posted and continue to be held on the second Monday of each month. Audette (Davis) made a motion to approve the Trustee Meeting Dates (Ayes–5, Nays–0, Abstentions–0. Motion carried.)

The second item was Resolution #2 - 24-25 Non-resident Participation. Families that reside outside a library zone may pay a fee to access library resources. A household card allows all members of the family to use the library. The non-resident fee for FY24-25 would be \$103.38. Davis (Audette) made a motion to participate, allowing non-residents to have the option pay for a library card. (Ayes–5, Nays–0, Abstentions–0. Motion carried.)

DIRECTOR'S REPORT

Circulation/Programs/Internet/Door Count Statistics:

Statistics provided. Circulation and door count were down, but internet numbers were up. The overall yearly activity was good. E-Book number are increasing overall. Kirkwood has maybe 13 patrons visiting per week

Upcoming events:

- May 30th @ 5:00 pm: Adult book discussion – “The Keeper of Lost Things.

The next meeting will be held on June 10, 2024 in Monmouth @ 5:15 p.m.

Motion to adjourn by Brooks (Davis). The meeting was adjourned at 5:47 p.m.

—Jackie Beal, Board Trustee and Recording Secretary