

**WARREN COUNTY PUBLIC LIBRARY DISTRICT**  
**NOVEMBER 14, 2022**

The Warren County Public Library District monthly board meeting was held November 14, 2022, in the main branch of the Warren County Public Library. In attendance were Trustees Audette, Gambetta, Heerwagen, and Zesbaugh. Director Good and Bookkeeper Buckley were also in attendance.

Vice-President Heerwagen called the board meeting to order at 5:20 PM. Gambetta (Zesbaugh) moved to accept the October 10, 2022, board meeting minutes as amended. Ayes—4, Nays—0, Abstentions—0. Motion carried. Unrecorded vote.

**FINANCIAL REPORT FOR OCTOBER 2022**

Checking Account Balance 9/30/2022	\$1,019,271.70
Receipts	\$6,145.70
Disbursements	\$46,779.90
<b>Balance 10/31/2022</b>	<b>\$978,637.50</b>

Working Cash Fund Balance 9/30/2022	\$26,252.11
Receipts	\$214.67
Disbursements	\$0.00
<b>Balance 10/31/2022</b>	<b>\$26,466.78</b>

Certificate of Deposits 10/31/2022	\$300,000.00
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Building Account Balance 9/30/2022	\$47,958.38
Receipts	\$4.03
Disbursements	\$1,329.41
<b>Balance 10/31/2022</b>	<b>\$46,633.00</b>

Zesbaugh (Audette) moved to file for audit the 10/31/2022 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**

Director Good circulated a copy of the letter sent in October to the landlord of the Kirkwood branch by our lawyer requesting resolution of building issues. No response has been received yet.

The village of Alexis notified the library of their upcoming annual TIF meeting.

**PRESIDENT'S REPORT**

Vice-President Heerwagen visited the Kirkwood branch to inspect the various building issues that have been raised. He reported that Jena Piper remains enthusiastic about her position as branch librarian, and no new building problems have arisen.

**REPORTS OF COMMITTEES AND BOARD MEMBERS**

No report.

**UNFINISHED BUSINESS**

No report.

## 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 staff has made several new purchases on the ADML platform, which have been received well by library patrons. The Trick-or-Treat on the Square event was well-attended.

**Cards for Kids:** A current law allows any student receiving free/reduced lunch to qualify for free library usage, but it requires paperwork to prove financial status. After hearing input from the staff via Director Good, Zesbaugh (Gambetta) moved to waive non-resident fees for students aged 3-17 in unserved areas regardless of financial ability. Ayes—4, Nays—0, Abstentions—0. Motion carried. Unrecorded vote.

**Per Capita Grant:** The upcoming application for the annual per capita grant requires a review of the library's standards. The board recently completed a review of the Standards in 2021. Director Good and Bookkeeper Buckley will review the policy and personnel manuals and bring any discrepancies to the board. The board also plans to schedule a meeting in the fall to discuss the library's long-range strategic plan.

**Value Line Library Online Quote:** After receiving a request from library patrons to subscribe to an online version of Value Line for personal investors, the board compared the costs and benefits of the online version to the print version, which the library currently receives. The online version will cost \$2895 for a year's subscription, which also allows three users at a time home access and up-to-date investment data and analysis. The current print subscription, which the library receives once per week, will soon be reduced to once per month. Gambetta (Zesbaugh) moved to subscribe to the online version of Value Line on a trial basis for one year, after which the board will reevaluate its usage and benefits. Ayes—4, Nays—0, Abstentions—0. Motion carried. Recorded vote.

### Upcoming events:

- The adult book discussion will happen on Wednesday, 11/30 over the book *Stardust* by Neil Gaiman.
- The kid's take-and-make craft kit of the month is Plump Paper Pumpkin
- Family Reading Night will be on Thursday, 11/17 at 5 pm in collaboration with the Regional Office of Education. Families will be able to make their own storybook.
- Christmas on the Square is on Friday, December 2 at 5 pm. Visitors to the library can make an ornament to take home or donate to the library's Christmas tree.

Motion to adjourn by Zesbaugh (Audette). The meeting was adjourned at 6:04 p.m.

—Katelyn Audette, Warren County Public Library Board Trustee