

**WARREN COUNTY PUBLIC LIBRARY DISTRICT**  
**August 9, 2021**

The Warren County Public Library District monthly board meeting was held August 9, 2021, in the Main Library board room. In attendance were Trustees Audette, Heerwagen, Henderson, McKenna, Simmons, and Zesbaugh. Director Good and Bookkeeper Buckley were also in attendance.

President McKenna called the Public Budget Hearing to order at 5:17 PM. No public guests were present for the meeting. Simmons (Heerwagen) made a motion to adjourn the Public Budget Hearing at 5:18.

President McKenna called the board meeting to order at 5:19 p.m. Heerwagen (Henderson) moved to accept the July 12, 2021, board meeting minutes. Ayes–6, Nays–0, Abstention–1. Motion carried. Unrecorded vote.

**FINANCIAL REPORT**

Checking Account Balance 6/30/2021	\$488,097.81
Receipts	\$1,081.63
Disbursements	\$52,920.07
<b>Balance 7/31/2021</b>	<b>\$436,259.37</b>

Working Cash Fund Balance 7/31/21	\$25,734.72
Receipts	\$4.40
Disbursements	\$00.00
<b>Balance 7/31/21</b>	<b>\$25,739.12</b>

Certificate of Deposits 7/31/21	\$300,000.00
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Building Account Balance 6/30/21	\$14,105.23
Receipts	\$1.75
Disbursements	\$1,033.17
<b>Balance 7/31/2021</b>	<b>\$13,073.81</b>

One of the CDs is expiring on 8/20/21, and so the board discussed options for reinvestment. Heerwagen (Zesbaugh) moved to invest the \$100,000 from the CD that is expiring at Midwest Bank for .5% interest for 24 months. Ayes–6, Nays–0. Motion carried. Recorded vote.

Heewragen (Audette) moved to file for audit the 7/31/21 Statement of Tax Fund/Statement of Working Cash Fund/Statement of Certificate of Deposits/Statement of Building Fund. Ayes–6, Nays–0. Motion carried. Recorded vote.

**CORRESPONDENCE**

No correspondence

**PRESIDENT'S REPORT**

The upcoming library picnic will be held at the BCA, and so the board reviewed the rental contract. The Board is responsible for setting up and taking down.

**REPORTS OF COMMITTEES AND BOARD MEMBERS**

After the board's discussion, Zesbaugh (Audette) moved to adopt the combined budget and appropriation ordinance #4—2021-2022. Ayes–6, Nays–0. Motion carried. Recorded vote.

## **UNFINISHED BUSINESS**

No unfinished business.

## **NEW BUSINESS**

The board continued the discussion of the Serving Our Public 4.0: Standards for Illinois Public Libraries. Trustee Henderson led the discussion on chapter 5 regarding maintenance of the building. The board reviewed the core standards and engaged in a discussion about how WCPL compares to the standards. The Board will not discuss a chapter of the Standards at the September meeting due to the annual picnic.

Trustees Zesbaugh and Audette audited the minutes from last year, and reported a few small discrepancies with dates that will be corrected.

## **DIRECTOR'S REPORT**

**Circulation/Programs/Internet/Door Count Statistics:** Circulation numbers are steadily climbing, but they have not returned to pre-pandemic levels.

**Staff training:** Typically, staff training takes place on Martin Luther King Day, but this year it did not occur because of the pandemic. Some trainings are mandatory, such as the AED and CPR training, so Director Good requested that the library be closed on September 27<sup>th</sup> for a staff training day. Henderson (Simmons) made a motion to close the library for staff training on September 27, 2021. Ayes–6, Nays–0. Motion carried. Unrecorded vote.

**Programming:** Summer reading is now complete, and it was a successful season. Curt Scott will continue to do story time on Fridays at 10:00, and these will be outside as much as possible. When a new children's librarian is hired, the library will resume full programming for children. The adult programming is continuing.

Motion to adjourn by Heerwagen (Simmons). Ayes–6, Nays–0. Motion carried. Unrecorded vote. The meeting was adjourned at 6:15 p.m.

—Michelle Holschuh Simmons, Warren County Public Library Board Secretary