

**WARREN COUNTY PUBLIC LIBRARY DISTRICT**  
**May 10, 2021**

The Warren County Public Library District monthly board meeting was held May 10, 2021, in the Main Library Main Library periodical area (spread out for social distancing). In attendance were Trustees Audette, Heerwagen, Henderson, McKenna, Simmons, Sturgeon and Zesbaugh. Director Good and Bookkeeper Buckley were also in attendance.

President Zesbaugh called the board meeting to order at 5:15 p.m. McKenna (Audette) moved to accept the April 12, 2021, amended board meeting minutes. Ayes=7, Nays=0, Abstention=0. Motion carried. Unrecorded vote.

The Oath of Office was administered for six-year terms for the following trustees: Katelyn Audette, Charles McKenna III, and Michelle Simmons.

The Oath of Office was administered for four-year term for the following trustee: Sarah Henderson.

**FINANCIAL REPORT**

Checking Account Balance 3/31/2021	\$643,044.42
Receipts	\$1,011.09
Disbursements	\$42,199.68
<b>Balance 4/30/2021</b>	<b>\$601,855.83</b>

Working Cash Fund Balance 3/31/21	\$30,184.22
Receipts	\$4.96
Disbursements	\$00.00
<b>Balance 4/30/21</b>	<b>\$30,189.18</b>

Certificate of Deposits 4/30/21	\$300,000.00
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Building Account Balance 3/31/21	\$34,834.75
Receipts	\$2.90
Disbursements	\$2,164.73
<b>Balance 4/30/2021</b>	<b>\$32,672.92</b>

Heerwagen (McKenna) moved to file for audit the 4/10/21 Statement of Tax Fund/Statement of Working Cash Fund/Statement of Certificate of Deposits/Statement of Building Fund. Ayes=7, Nays=0. Motion carried. Recorded vote.

**CORRESPONDENCE**

President Zesbaugh reported that she had received a notice about a business in the county that is contesting the value of their property, and the hearing will occur on 5/19/21.

**PRESIDENT'S REPORT**

President Zesbaugh noted that RAILS is providing an online roundtable about strategic planning for trustees. She will be attending the meeting.

**REPORTS OF COMMITTEES AND BOARD MEMBERS**

The nominating committee, made up of President Zesbaugh and Trustee Heerwagen, presented the 2021-2023 slate of officers, with terms beginning on 7/1/21:

President: Chad McKenna

Vice President: Neal Heerwagen

Treasurer: Kath Sturgeon  
Secretary: Michelle Simmons

The nominating committee (Henderson) moved to accept the slate of officers. Ayes—7, Nays—0. Motion carried. Unrecorded 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 Audette led the discussion on chapter 2. The board reviewed the core standards and engaged in a discussion about how WCPL compares to the standards. The discussion will continue next month with chapter 3, with Trustee McKenna leading.

The trustees agreed to schedule the performance review for Director Good at the end of the June board meeting.

The board discussed the 2021-2022 salaries for library employees. Simmons (McKenna) make a motion to raise all employees' salaries by \$1.00 per hour starting July 1, 2021; for the employees who moved to \$11.00 per hour on January 1, 2020, they will increase by \$1.00/hour (to the Illinois state minimum wage as of 1/1/22) on 1/1/22. Ayes—6, Nays—0, Abstentions—1. Motion carried. Recorded vote.

Heerwagen (McKenna) made a motion to accept Ordinance #1—'21-'22 Trustee meeting dates, with the October meeting taking place in Kirkwood and the April meeting taking place in Roseville. Ayes—7, Nays—0, Abstentions—0. Motion carried. Unrecorded vote.

Resolution #2—'21-'22 Non-resident participation cost will be \$86.37 as of 7/1/21.

Wells Fargo will be closing on August 11, 2021; the Board discussed possibilities for this space.

Governor Pritzker announced the bridge phase starting 5/14/21 and Phase 5 will begin 6/11/21. These changes in status may have an effect on programming at the library this summer.

## **DIRECTOR'S REPORT**

**Programming:** For outdoor summer programs that will be held at West Park, the public health policy will be as follows: "Masks are strongly encouraged for unvaccinated individuals; social distancing is required for all."

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

**2021 observed holidays:** July 4 falls on a Sunday, so the library will be closed on July 5<sup>th</sup>. December 25 is a Saturday, so the library will be closed the 24<sup>th</sup> and 25<sup>th</sup>. January 1<sup>st</sup> is a Saturday, so the library will be closed December 31<sup>st</sup> and January 1<sup>st</sup>.

**Families First Coronavirus Response Act Update:** The Board recommended an extension of this policy through May 31<sup>st</sup>, and the Board agreed it was not necessary to extend it further.

## **Upcoming events:**

MOBA (Museum of Bad Art) virtual tours will occur throughout June at 7:00 PM.

Rock painting will happen in the Pattee Plaza.

Social hour around books, with coloring and book discussions will occur in the Pattee Plaza.

Bill Wallace will be providing a gardening program.

Motion to adjourn by Heerwagen (McKenna). The meeting was adjourned at 6:36 p.m.

—Michelle Holschuh Simmons, Warren County Public Library Board Secretary