

**JERSEYVILLE PUBLIC LIBRARY**

**Board of Trustees meeting**

**Tuesday, November 15, 2011, 6:30 p.m.**

**Meeting room at 105 North Liberty Street**

**MINUTES**

President Kent Hake called to order a regular meeting of the Jerseyville Public Library Board of Trustees at 6:30 p.m. Those present were Beth Smilack, Helen Gubser, Juan Lingow, Jerry Schleper, Librarian Anita Driver, and Anita Rose representing the Friends.

Andy Thomas, Dawn Dwyer, and Scott Peabody reported off.

**On motion** by J. Schleper, 2<sup>nd</sup> by J. Lingow, the agenda was approved. Motion carried unanimously.

**On motion** by J. Lingow, 2<sup>nd</sup> by J. Schleper, the consent agenda including the October 2011 minutes and the following treasurer's report was approved. Motion carried unanimously.

**BUDGET ACCOUNT**

\$188,768.05 Reported balance September 30, 2011

118,933.31 Real Estate Taxes

2,251.11 Corporate replacement tax

18.23 Interest income

960.00 Non-resident fees

909.55 Fines

79.85 Fines—epay

244.95 Copies

600.00 Meeting room fees

50.47 Lost materials

3.00 Coffee house income

98.50 FAX income

3.00 FAX income—epay

16.20 Miscellaneous income

312,936.22 Total balance and MTD income

36,637.11 Less expenses for September 2011

\$276,299.11 Balance October 31, 2011\*

\*\$ 99,818.03 Checking

140.00 On hand

172,000.00 Certificates of Deposit

4,277.01 Illinois funds—epay

64.07 Illinois funds

**GIFTS & MEMORIALS**

\$10,625.66 Checking

1,553.73 Illinois funds

**SPECIAL RESERVE**

\$22,289.86

The following check register was presented by Anita:

| Check # | Date     | Payee                | Cash Account | Amount    |
|---------|----------|----------------------|--------------|-----------|
| 8137    | 11/14/11 | Ameren CIPS          | 1000         | 770.23    |
| 8138    | 11/14/11 | AT&T Mobility        | 1000         | 48.44     |
| 8139    | 11/14/11 | Baker & Taylor, Inc. | 1000         | 1,753.85  |
| 8140    | 11/14/11 | VOID                 | 1000         |           |
| 8141    | 11/14/11 | BookPage             | 1000         | 912.00    |
| 8142    | 11/14/11 | Book Wholesalers     | 1000         | 117.02    |
| 8143    | 11/14/11 | City of Jerseyville  | 1000         | 3,610.25  |
| 8144    | 11/14/11 | Anita Driver         | 1000         | 100.00    |
| 8145    | 11/14/11 | Ebsco                | 1000         | 788.00    |
| 8146    | 11/14/11 | Farmers State Bank   | 1000         | 12,379.82 |
| 8147    | 11/14/11 | Gale Group           | 1000         | 272.21    |

|              |          |   |      |                  |
|--------------|----------|---|------|------------------|
| 8148         | 11/14/11 | Gaylord Bros.   | 1000 | 249.46           |
| 8149         | 11/14/11 | Grafton Technologies, Inc.                                    | 1000 | 174.05           |
| 8150         | 11/14/11 | Greene County Shopper<br>Illinois Heartland Library<br>System | 1000 | 250.57           |
| 8151         | 11/14/11 | The State Fire Marshal  | 1000 | 1,080.38         |
| 8152         | 11/14/11 | Ingram Library Services                                       | 1000 | 75.00            |
| 8153         | 11/14/11 | Jerseyville Water Department                                  | 1000 | 25.14            |
| 8154         | 11/14/11 | Chris Maness  | 1000 | 43.65            |
| 8155         | 11/14/11 | Marshall Cavendish  | 1000 | 100.00           |
| 8156         | 11/14/11 | Payroll   | 1000 | 193.94           |
| 8157         | 11/14/11 | Petty Cash  | 1000 | 14,604.29        |
| 8158         | 11/14/11 | Random House, Inc.  | 1000 | 97.56            |
| 8159         | 11/14/11 | Reader Service  | 1000 | 38.25            |
| 8160         | 11/14/11 | Recorded Books, Inc.  | 1000 | 27.54            |
| 8161         | 11/14/11 | Safeguard   | 1000 | 99.00            |
| 8162         | 11/14/11 | Chelsea Sams  | 1000 | 122.26           |
| 8163         | 11/14/11 | Scheffel & Company, P.C.                                      | 1000 | 200.00           |
| 8164         | 11/14/11 | Sinclair Foods South  | 1000 | 1,995.00         |
| 8165         | 11/14/11 | Smith's Pest Control  | 1000 | 21.48            |
| 8166         | 11/14/11 | Star 57   | 1000 | 40.00            |
| 8167         | 11/14/11 | Card Services   | 1000 | 3,930.00         |
| 8168         | 11/14/11 | VOID  | 1000 | 2,885.01         |
| 8169         | 11/14/11 | VOID  | 1000 |                  |
| 8170         | 11/14/11 | VOID  | 1000 |                  |
| 8171         | 11/14/11 | VOID  | 1000 |                  |
| 8172         | 11/14/11 | VOID  | 1000 |                  |
| 8173         | 11/14/11 | William F. Brockman Co.                                       | 1000 | 23.77            |
| 8174         | 11/14/11 | Williams Office Products, Inc.                                | 1000 | 275.98           |
| <b>Total</b> |          |   |      | <b>47,304.15</b> |

**On motion by J. Lingow, 2<sup>nd</sup> by J. Schleper, the bills will be paid. Motion carried unanimously.**

Librarian's report:

Anita reported the she and Anita Rose attended a workshop about an upcoming State construction grant. We are interested in pursuing the grant possibly for more square feet than the plans drawn up in 2010. The grant due date is April 15, 2012 to the State Library and grant award will be announced in August 2012.

**On motion by J. Lingow, 2<sup>nd</sup> by B. Smilack, a new storage shed will be purchased with funds coming from the Gifts & Memorials Fund and the Friends of the Library. Motion carried unanimously.**

Anita Rose reported that the Friends of the Library are ahead of their fund raising goal for 2011.

A letter was read from read from the Illinois Heartland Library System that Chris Maness and Anita Driver had both met the required 16 hours of cataloging continuing education.

Another letter was received from the IRS concerning our request for 501(c)(3) status. Tom Owen replied to them answering more questions.

**On motion by J. Schleper, 2<sup>nd</sup> by J. Lingow, a 1% equalization payment will be paid to employees in December. Motion carried unanimously.**

**On motion by J. Schleper the meeting was adjourned at 7:50 p.m.**

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Secretary

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Assistant Secretary