

**Jerseyville Public Library  
Board Meeting  
Tuesday, September 27, 2011, 6:30 p.m.  
Meeting room at 105 North Liberty Street  
MINUTES**

In the absence of Kent Hake, Vice-President Dawn Dwyer called to order a regular meeting of the Jerseyville Public Library Board of Trustees at 6:30 p.m. Others present included: Juan Lingow, Jerry Schleper, Ruth Ficker, Helen Gubser, Beth Smilack, and Anita Driver. Reported off: Kent Hake and Scott Peabody.

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

**On motion** by R. Ficker, 2<sup>nd</sup> by J. Schleper, the consent agenda, including minutes of the August 16, 2011 meeting and the following treasurer's report, was approved. Motion carried unanimously.

**BUDGET ACCOUNT**

\$18,992.56 Reported balance July 31, 2011  
 337.39 Corporate replacement tax  
     1.53 Interest income  
 1,320.00 Non-resident fees  
 240.00 Non-resident fees—epay  
 942.36 Fines  
     23.30 Fines—epay  
 408.70 Copies  
     19.50 Copies—epay  
     99.83 Lost books  
 30.00 Program income  
     1.50 Coffee house income  
 188.00 FAX income  
     1.50 FAX income—epay  
243.59 Miscellaneous income (SWAYS FUNDS)  
 22,849.76 Total balance and MTD income  
22,361.28 Less expenses for August 2011  
 \$ 488.48\*

**GIFTS & MEMORIALS**

\$14,098.16 Checking  
 1,553.62 Illinois funds

**SPECIAL RESERVE**

\$22,288.08

Anita Driver presented the following check register:

Check #	Date	Payee	Cash Account	Amount
8030	9/20/11	Amateur Sports Promotion	1000	308.00
8031	9/20/11	Ameren CIPS	1000	541.75
8032	9/20/11	Baker & Taylor, Inc.	1000	4,947.20
8033	9/20/11	VOID	1000	
8034	9/20/11	VOID	1000	
8035	9/20/11	VOID	1000	
8036	9/20/11	Book Wholesalers	1000	429.43
8037	9/20/11	VOID	1000	
8038	9/20/11	VOID	1000	
8039	9/20/11	Campbell Publications	1000	120.14
8040	9/20/11	Center Point Large Print	1000	1,049.76
8041	9/20/11	City of Jerseyville	1000	3,134.00
8042	9/20/11	Dell Business Credit	1000	2,544.33
8043	9/20/11	Anita Driver	1000	100.00
8044	9/20/11	Gale Group	1000	1,156.30
8045	9/20/11	VOID	1000	
8046	9/20/11	Gaylord Bros.	1000	359.76
8047	9/20/11	Greene County Shopper	1000	93.96
8048	9/20/11	IHLS-OCLC	1000	902.00
8049	9/20/11	Illinois Heartland Library System	1000	805.38

8050	9/20/11	Illinois Library System Directors Org.	1000	40.00
8051	9/20/11	Ingram Library Services	1000	17.36
8052	9/20/11	Jerseyville Water Department	1000	57.45
8053	9/20/11	Julie's Graphics	1000	148.40
8054	9/20/11	Chris Maness	1000	100.00
8055	9/20/11	Master Key Service	1000	60.00
8056	9/20/11	OverDrive	1000	3,000.00
8057	9/20/11	Payroll	1000	14,834.75
8058	9/20/11	Random House, Inc.	1000	245.65
8059	9/20/11	Recorded Books, Inc.	1000	1,016.05
		Robert (Bob) Sanders Waste Systems	1000	62.40
8060	9/20/11	Systems	1000	100.00
8061	9/20/11	Chelsea Sams	1000	40.00
8062	9/20/11	Smith's Pest Control	1000	192.40
8063	9/20/11	The Telegraph	1000	16.13
8064	9/20/11	Tricounty FS, Inc.	1000	194.14
8065	9/20/11	Williams Office Products, Inc.	1000	9.79
8066	9/20/11	Baker & Taylor, Inc.	1000	8,037.57
8069	9/22/11	Card Services	1000	
8070	9/22/11	VOID	1000	
8071	9/22/11	VOID	1000	
8072	9/22/11	VOID	1000	
8073	9/22/11	VOID	1000	
8074	9/22/11	VOID	1000	
8075	9/22/11	VOID	1000	
8076	9/22/11	VOID	1000	
8077	9/22/11	VOID	1000	
8078	9/22/11	VOID	1000	
8079	9/22/11	VOID	1000	
8080	9/22/11	VOID	1000	
8081	9/22/11	VOID	1000	
8082	9/22/11	VOID	1000	
8083	9/22/11	VOID	1000	
8084	9/22/11	VOID	1000	
8085	9/22/11	VOID	1000	
8086	9/23/11	AT&T Mobility	1000	48.61
8087	9/23/11	Bethalto Public Library District	1000	39.98
8088	9/23/11	First Energy Solutions Corp	1000	778.39
8089	9/23/11	Grafton Technologies, Inc.	1000	177.00
8090	9/23/11	Incredible Events 62 Sports Group	1000	322.00
8091	9/23/11	Payroll	1000	7,220.09
		Robert (Bob) Sanders Waste Systems	1000	31.20
8092	9/23/11	Systems	1000	50.00
8093	9/23/11	TreeHouse Wildlife Center	1000	679.98
8094	9/23/11	Trico Electrical Contractors, Inc.	1000	23.77
8095	9/23/11	William F. Brockman Co.	1000	29.99
8096	9/23/11	Williams Office Products, Inc.	1000	75.00
8097	9/23/11	Kenneth Conrady	1000	90.00
8098	9/23/11	Petty Cash	1000	
<b>Total</b>				<b>54,230.11</b>

**On motion by B. Smilack, 2<sup>nd</sup> by D. Dwyer, the check register was approved and the bills will be paid. Motion carried unanimously.**

The Board instructed Anita to check into online banking with our auditors.

Librarian's report:

- The August 2011 visit count was 7,503.
- Anita pointed out the furnishings purchased from the Borders going-out-of-business sale.
- Debbie Owen, retired Fairview Heights librarian, and Mary Smith, retired O'Fallon librarian, weeded the adult reference collection. The better materials were offered out first to Unit 100 then to all libraries in LCLS. Any unclaimed materials will be placed in the upcoming book sale. This much needed weeding will all a shift of the non-fiction collection.
- Anita weeded the juvenile reference. The collection went from 5 ranges to 3. This weeding allowed for the placement of the new community information center wall. The fish tank and kit rack were placed in the area that use to house the juvenile reference.
- Jenna Nummerger was the first to notice that the Kindle had been announced as compatible with OverDrive.
- Anita D. passed out a flyer with fall events. The flyer was the proof copy from Jack Kallal for The Journal. The Library had a full page ad for \$99.00.

**Committees:**

Building and Grounds—McIntyre Construction has completed roof and gutter repair and the new community information center wall. The only project left for them is the new changing tables.

Finance—Scheffel & Company presented our audit to the City of Jerseyville at their September 20, 2011 meeting. As soon as City Hall gives us our copies of the audit we will be able to transfer funds into Special Reserve.

Friends of the Library—Anita Rose reported the Friends of the Library book sale are October 14<sup>th</sup> and 15<sup>th</sup>.

Technology—The committee meeting was postponed. However, Anita D. did report on the status of the security camera system.

**Correspondence:**

A letter outlining 16 questions concerning the formation of a 501(c)(3) was received from the IRS. Tom Owen answered all 16. The materials have been submitted and once again we will await the decision of the IRS.

**Old Business:**

**On motion** by J. Lingow, 2<sup>nd</sup> by R. Ficker, 2 new 20 x 30 tents will be purchased for under \$10,000.00 contingent on satisfactory answers to liability and guarantee and parking lot plugs. Motion carried unanimously.

**On motion** by R. Ficker, 2<sup>nd</sup> by J. Schleper, the Non-Resident fee for fiscal year 2011-2012 will be \$125.00. Motion carried unanimously.

**New Business:**

A review of the governance and administration chapter of Serving Our Public 2.0 : Standards for Illinois Public Libraries was presented by Anita D. in order to qualify for the 2012 Per Capita Grant.

**On motion** by J. Lingow, 2<sup>nd</sup> by J. Schleper, the Per Capita Grant will be submitted. Motion carried unanimously.

The October meeting will be on the 3<sup>rd</sup> Tuesday—October 18. Chris Maness will be here in Anita's place. She is taking Laurie's place attending the annual ILA conference. Jenna Nurnberger will also be attending.

**On motion** by Helen Gubser, the meeting was adjourned at 7:40 p.m.

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Secretary

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Assistant Secretary