

**Jerseyville Public Library  
Board of Trustees Meeting  
Tuesday, April 30, 2019 @ 6:30 p.m.  
Meeting room @ 105 North Liberty Street**

**MINUTES**

Vice president Jerry Scheleper called to order a regular meeting of the Jerseyville Public Library Board of Trustees. Others present: Michelle Lyons, Helen Gubser, Laura Woodring, Steve LeBlanc, Ruth Ficker and Anita Driver. Kent Hake, Juan Lingow and Josh Hileman reported they would be absent.

No public comment.

**On motion** by M. Lyons, 2<sup>nd</sup> by L. Woodring, the agenda was accepted. Motion carried unanimously.

**On motion** by S. LeBlanc, 2<sup>nd</sup> by R. Ficker, the consent agenda including the following treasurer's report for March 2019 and the minutes of the March 19, 2019 meeting were approved. Motion carried unanimously.

**BUDGET ACCOUNT**

\$177,736.17 Reported balance February 28, 2019

171.22 Interest income

658.76 Non-resident fees (odd \$, sold partial year to person moving away)

786.77 Fines

131.89 Fines—E-pay

421.71 Copies

40.45 Copies—E-pay

33.75 Scans to email

19.00 Scans to email—E-pay

80.00 Meeting room fees—E-pay

20.45 Lost items

100.00 Lost items—E-pay

31.55 Gifts & Memorials

2.00 Coffee house

148.00 FAX

12.00 FAX—E-pay

50.00 Storywalk sponsorship

1.00 Miscellaneous income

180,444.72 Total balance and MTD income

45,952.55 Less expenses for March 2019

\$134,492.17 Balance March 31, 2019\*

\*\$53,864.55 Checking

140.00 On hand

6,511.89 Illinois Funds—E-pay

73,975.73 Illinois Funds—Working Cash Fund

**Gifts & Memorials**

\$ 4,900.00 Checking

37,220.75 Illinois Funds

**SPECIAL RESERVE**

\$353,418.16 Illinois Funds

34,714.94 Checking

The following check register was presented by A. Driver:

Check #	Date	Payee	Cash Account	Amount
11662	4/19/19	Amateur Sports Promotion	1000	120.00
11663	4/19/19	Backwoods Home Magazine	1000	26.00
11664	4/19/19	Baker & Taylor, Inc.	1000	1,227.64
11665	4/19/19	Brockman Co.	1000	27.16
11666	4/19/19	Direct Energy Business	1000	1,640.24
11667	4/19/19	Ebsco	1000	35.98

11668	4/19/19	Gale/CENGAGE Learning	1000	354.35
11669	4/19/19	Gardner Media LLC	1000	146.56
11670	4/19/19	Graffon Technologies, Inc.	1000	199.10
11671	4/19/19	Ingram Library Services	1000	34.19
11672	4/19/19	Jerseyville Water Department	1000	11.48
11673	4/19/19	Julie's Graphics	1000	20.00
11674	4/19/19	Lazerware, Inc.	1000	1,043.56
11675	4/19/19	Liberty Office Products	1000	275.00
11676	4/19/19	Loellike Plumbing, Inc.	1000	747.00
11677	4/19/19	Louis Latzer Memorial Pub. Lib	1000	20.00
11678	4/19/19	Midwest Tape	1000	1,904.03
11679	4/19/19	The PAC	1000	50.00
11680	4/19/19	Payroll	1000	9,032.48
11681	4/19/19	Peg's Flower Cottage	1000	24.95
11682	4/19/19	Penguin Random House LLC	1000	93.75
11683	4/19/19	R.P. Lumber Co., Inc.	1000	34.99
11684	4/19/19	Recorded Books, Inc.	1000	6.95
		Robert (Bob) Sanders Waste Systems	1000	62.50
11685	4/19/19	Systems	1000	61.42
11686	4/19/19	Tricounty FS, Inc.	1000	350.00
11687	4/19/19	Tumbleweed Press Inc.	1000	500.00
11688	4/19/19	Twin L Clean	1000	1,321.03
11689	4/19/19	Card Services	1000	
11690	4/19/19	VOID	1000	
11691	4/19/19	VOID	1000	
11692	4/19/19	VOID	1000	
11693	4/19/19	VOID	1000	
11694	4/19/19	Watts Copy Systems, Inc.	1000	289.59
11695	4/19/19	Zoobean	1000	795.00
11696	4/25/19	City of Jerseyville	1000	12,426.13
11697	4/25/19	Dian Miller	1000	50.00
11698	4/25/19	Payroll	1000	9,090.23
11699	4/25/19	Petty Cash	1000	92.14
<b>Total</b>				<b>42,113.45</b>

**On motion by M. Lyons, 2<sup>nd</sup> by S. LeBlanc, the bills will be paid. Motion carried unanimously.**

Librarian's report:

- Stats: circulation for March 2019 7,130, items added to DB 298, visits 6,272.
- Anita showed the April 2019 newsletter and asked Board to pick up a copy at the desk.
- Epay conversion with the Illinois Treasurer is in progress.
- Anita will purchase a new version of Peachtree.

The Finance Committee:

- Anita has been working on a new staff evaluation form which will help with raises for fiscal year 2019-20.
- The Committee communicated with City Commissioner of Finance Kevin Stork. In May he needs our budget for fiscal year 2019-20 with the appropriations request. He does not need our fiscal year 2020-21 budget and levy request until this fall. The Committee can then have the completed fiscal year 2018-19 financials to help develop that budget.

Friends of the Library made \$235.25 on Ebay and the April book sale netted \$1,416.00.

No public comment.

**On motion by R. Ficker, 2<sup>nd</sup> by S. LeBlanc, the meeting was adjourned at 7:10 p.m.**

Secretary



Assistant Secretary