

**JERSEYVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
TUESDAY, DECEMBER 19, 2017 @ 6:30 P.M.  
MEETING ROOM @ 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. Others present included: Helen Gubser, Michelle Lyons, Beth Smilack, Andy Thomas, Steve LeBlanc, Juan Lingow, Jerry Schleper, and Anita Driver. Ruth Ficker reported she would be absent.

No public comment.

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

**On motion** by M. Lyons, 2<sup>nd</sup> by A. Thomas, the consent agenda including the following treasurer's report was approved. Motion carried unanimously.

**BUDGET ACCOUNT**

\$384,545.43 Reported balance October 31, 2017  
16,489.47 Real Estate Taxes  
    81.89 Interest income  
620.00 Non-resident fees  
155.00 Non-resident fees—E-pay  
661.00 Fines  
    23.60 Fines—E-pay  
285.17 Copies  
    21.70 Scans to email  
    20.00 Meeting room fees—E-pay  
    74.97 Lost books  
    4.30 Magazine & books sales—E-pay  
2,375.00 Program income  
    1.00 Coffee house income  
139.50 FAX income  
    17.00 FAX income—E-pay  
485.95 Miscellaneous income  
406,000.98 Total balance and MTD income  
30,294.78 Less expenses for November 2017  
\$375,706.20 Balance November 30, 2017\*

\*\$297,283.34 Checking  
    140.00 On hand  
    5,619.35 Illinois Funds—E-pay  
    72,663.51 Illinois Funds—Working cash

**GIFTS & MEMORIALS**

\$15,586.72 Checking  
21,891.85 Illinois Funds

**SPECIAL RESERVE**

\$305,167.34 Illinois Funds

The minutes of the November 28, 2017 meeting were tabled.

The following check register was presented by A. Driver:

Check #	Date	Payee	Cash Account	Amount
11076	12/8/17	Lisa Darr	1000	500.00
11077	12/8/17	Karen Heitzig	1000	700.00
11078	12/8/17	Chris Maness	1000	100.00
11079	12/8/17	Payroll	1000	8,349.60
11080	12/19/17	Amateur Sports Promotion	1000	129.00
11081	12/19/17	Baker & Taylor, Inc.	1000	844.51
11082	12/19/17	Brockman Co.	1000	22.66
11083	12/19/17	Campbell Publications	1000	224.00
11084	12/19/17	Chucks Cleaning Service	1000	140.00
11085	12/19/17	Church's Lawn Care	1000	140.00
11086	12/19/17	City of Jerseyville	1000	4,260.00
11087	12/19/17	Classroom Library Company	1000	204.19
11088	12/19/17	Demco	1000	158.49
11089	12/19/17	Gale/CENGAGE Learning	1000	22.09
11090	12/19/17	Gardner Media LLC	1000	146.57
11091	12/19/17	Grafton Technologies, Inc.	1000	194.89
11092	12/19/17	Greene/Jersey Shoppers	1000	266.26
11093	12/19/17	History in Print	1000	27.00
11094	12/19/17	Ingram Library Services	1000	36.52
		Jersey County Business		
11095	12/19/17	Association	1000	200.00
11096	12/19/17	Jerseyville Water Department	1000	129.60
11097	12/19/17	Lazenware, Inc.	1000	3,444.69
11098	12/19/17	Chris Maness	1000	52.50
11099	12/19/17	Midwest Tape	1000	765.64
11100	12/19/17	Pass Security	1000	294.00
11101	12/19/17	Payroll	1000	13,711.04
11102	12/19/17	Petty Cash	1000	300.00
11103	12/19/17	Reader Service	1000	82.26
		Robert (Bob) Sanders Waste		
11104	12/19/17	Systems	1000	62.50
11105	12/19/17	Chelsea Sams	1000	94.50
11106	12/19/17	Scheffel Boyle	1000	2,750.00
11107	12/19/17	Schindler Elevator Corporation	1000	880.86
11108	12/19/17	The Telegraph	1000	72.00
11109	12/19/17	Traube Tent and Structures	1000	540.00
11110	12/19/17	Trico Electrical Contractors, Inc.	1000	338.10
11111	12/19/17	Wall Street Journal	1000	478.88
11112	12/19/17	Watts Copy Systems, Inc.	1000	253.21
11113	12/19/17	Anita Driver	1000	100.00
11114	12/19/17	Card Services	1000	2,100.30
11115	12/19/17	VOID	1000	
11116	12/19/17	VOID	1000	
11117	12/19/17	VOID	1000	
<b>Total</b>				<b>43,115.86</b>

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

Librarian's report:

- November stats presented
- Youth Services Librarian Laurie Ingram has programs on the 3 Saturdays before Christmas.

A proposed sexual harassment policy was presented for consideration of the board to be voted on at the next meeting.

**On motion** by B. Smilack, the meeting was adjourned at 6:50 p.m.

Secretary

*Helen Yabce*

Assistant Secretary

*Anthony Dan*