

**JERSEYVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
TUESDAY, FEBRUARY 27, 2018 @ 5:00 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: Helen Gubser, Beth Smilack, Jerry Schleper, Andy Thomas, Ruth Ficker, Michelle Lyons, and Anita Driver. Juan Lingow and Steve LeBlanc reported they would be absent.

No public comment.

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

**On motion** by A. Thomas, 2<sup>nd</sup> by R. Ficker, the consent agenda including minutes of the January 16, 2018 meeting and the following treasurer's report was approved. Motion carried unanimously.

**BUDGET ACCOUNT**

\$336,900.09	Reported balance December 31, 2017
322.04	Corporate replacement tax
97.00	Interest income
775.00	Non-resident fees
832.37	Fines
24.20	Fines—E-pay
347.38	Copies
9.95	Copies—E-pay
46.50	Scans to email
17.00	Scans to email—E-pay
124.68	Lost materials
24.00	Magazine & book sale—E-pay
8.00	Gifts & Memorials
72.00	Program income
3.00	Coffee house
225.00	FAX income
8.00	FAX income—E-pay
81.54	Miscellaneous income (staff bought duplicate book & sold extra craft lights)
10.75	Miscellaneous income
339,928.50	Total Balance and MTD income
30,347.06	Less expenses for January 2018
50,000.00	Less transfer to Special Reserve Checking
\$259,581.44*	
*\$180,232.37	Checking
140.00	On Hand
6,391.53	Illinois Funds—E-pay
72,817.54	Illinois Funds—Working Cash

**GIFTS & MEMORIALS**

\$15,585.28 Checking  
21,938.26 Illinois Funds

**SPECIAL RESERVE**

\$305,814.17 Illinois Funds  
1,917.68 Special Reserve Checking

The following bill list was presented by A. Driver:

Check #	Date	Payee	Cash Account	Amount
11150	2/21/18	Anita Driver	1000	100.00
11151	2/21/18	Grafton Technologies, Inc.	1000	200.26
11152	2/21/18	Greene/Jersey Shoppers	1000	132.43
11153	2/21/18	Laurie Ingram	1000	20.00
11154	2/21/18	Jerseyville Water Department	1000	148.80
11155	2/21/18	Chris Maness	1000	200.00
11156	2/21/18	Payroll	1000	17,757.92
11157	2/21/18	Robert (Bob) Sanders Waste Systems	1000	62.50
11158	2/21/18	Chelsea Sams	1000	95.00
11159	2/21/18	Tricounty FS, Inc.	1000	10.67
11160	2/21/18	Card Services	1000	2,528.05
11161	2/21/18	VOID	1000	
11162	2/21/18	VOID	1000	
11163	2/21/18	VOID	1000	
11164	2/27/18	Amateur Sports Promotion	1000	50.00
11165	2/27/18	Baker & Taylor, Inc.	1000	1,269.00
11166	2/27/18	Brockman Co.	1000	22.66
11167	2/27/18	Cavendish Square	1000	195.54
11168	2/27/18	City of Jerseyville	1000	4,260.00
11169	2/27/18	Demco	1000	529.01
11170	2/27/18	Diamond Lake Book Co	1000	280.11
11171	2/27/18	Direct Energy Business	1000	3,358.65
11172	2/27/18	Ebsco Information Services	1000	2,578.17
11173	2/27/18	EnvisionWare, Inc.	1000	430.85
11174	2/27/18	Fire Safety Inc.	1000	55.00
11175	2/27/18	Gale/CENGAGE Learning	1000	374.79
11176	2/27/18	Gardner Media LLC	1000	133.04
11177	2/27/18	History in Print	1000	19.00
11178	2/27/18	Ingram Library Services	1000	15.57
11179	2/27/18	Lazerware, Inc.	1000	3,591.37
11180	2/27/18	Liberty Office Products	1000	190.00
11181	2/27/18	Chris Maness	1000	100.00
11182	2/27/18	Midwest Tape	1000	1,449.09
11183	2/27/18	Payroll	1000	8,647.25
11184	2/27/18	Penguin Random House LLC	1000	67.50
11185	2/27/18	Reader Service	1000	82.26
11186	2/27/18	Chelsea Sams	1000	85.00
<b>Total</b>				<b>49,039.49</b>

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

Librarian's report:

- The Jerseyville Police Department is seeking dental insurance for City employees. This coverage would be paid by the employee only.
- Anita passed around the March 2018 JPL calendar of events.
- January statistics: 6,016 visits, 7,687 circulation, 411 items added to collection, 2,239 holds satisfied. Hoopla 201 circs.
- Anita shared Christie Myers Valentine Facebook post and some of the amusing comments.
- Anita shared with the Board how pleased she is with our current staff. Many of them have taken on monthly program events.

Building & Grounds Committee:

- Anita reported that the Ameren Partner Program with Bickie Electric is complete

Friends of the Library:

- Anita reported that since our book sales have moved beyond donations for items purchased from the book sale, the Friends with begin paying State of Illinois sales tax with the January-March 2018 quarter.

- M. Lyons and Mr. Jamie Kanallakan made donations with which to purchase book sale book for the East School S.T.A.R. program.

Old Business:

- The Board instructed Anita to ask S. LeBlanc to bring prices for demolition of the house to the March 2018 meeting.
- After studying the information on charitable giving in the Illinois Administrative Ready Reference and after speaking with an accountant from Scheffel & Boyle, the Board concurs with the Friends. We shall not pursue 501 (c)(3) status but rather solicit donations under 170(c)(1) status which as a municipal library we already have. On solicitation materials we will include a statement to this effect: there can be special circumstances to the contrary; but as a general rule, gifts/donations to the Library are tax deductible.

**On motion** by A. Thomas, 2<sup>nd</sup> by B. Smilack, the StoryWalk® program will be instituted and installed at Wock Lake in cooperation with Jerseyville Park and Rec Department. Motion carried unanimously.

**On motion** by J. Schleper, 2<sup>nd</sup> by R. Ficker, the meeting was adjourned at 7:35 p.m.

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Assistant Secretary