

**Jerseyville Public Library  
Board of Trustees Meeting  
Tuesday, January 10, 2017 @ 6:30 p.m.  
Meeting room @ 105 North Liberty Street  
MINUTES**

President Kent Hake called to order a combined meeting for the December 2016 and January 2017 meetings at 6:30 p.m. Others present included: Jerry Schleper, Ruth Ficker, Andy Thomas, Beth Smilack, Helen Gubser, Steve LeBlanc, Juan Lingow, Michelle Lyons, and Anita Driver.

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

**On motion** by M. Lyons, 2<sup>nd</sup> by J. Lingow, the consent agenda including minutes of the November 15, 2016 meeting, corrected treasurer's report for October 2016 (attached), and the treasurer's report for November 2016 (attached) were approved. Motion carried unanimously.

**November 15, 2016 for as of October 31, 2016  
CORRECTED 01/05/2017**

**BUDGET ACCOUNT**

\$388,198.63	Reported balance September 30, 2016
1,678.95	Corporate replacement tax
44.45	Interest income
2,480.00	Non-resident fees
465.00	Non-resident fees—e-pay
529.97	Fines
37.20	Fines—e-pay
366.65	Copies
26.70	Copies—e-pay
16.50	Scans to email
80.00	Meeting room
450.70	Lost items
26.95	Lost items—e-pay
17.00	Magazine & Book sales—e-pay
5.00	Gifts & memorials (under \$100)
369.70	FAX income
11.00	FAX income—e-pay
38.00	Miscellaneous income
394,842.40	Total balance and MTD income
37,185.43	Less expenses for October 2016
\$357,656.97	Balance October 31, 2016*
\$264,086.33	Checking
140.00	On hand
21,208.23	Illinois Funds—E-pay
72,222.41	Illinois Funds—Working Cash Fund

**GIFTS & MEMORIALS**

\$15,938.64 Checking  
21,701.43 Illinois Funds

**SPECIAL RESERVE**

\$351,736.35 Illinois Funds

**NOVEMBER 2016**

**BUDGET ACCOUNT**

\$357,656.97	Balance October 31, 2016
45.50	Interest income
310.00	Non-resident fees
155.00	Non-resident fees—E-pay
521.71	Fines
65.73	Fines—E-pay

213.85 Copies  
 30.65 Copies—E-pay  
   6.00 Scans to email  
 70.00 Meeting room fees  
   74.86 Lost books  
 112.00 FAX income  
   27.00 FAX income—E-pay  
   124.54 Miscellaneous income  
     21.50 Miscellaneous income—E-pay  
 359,435.31 Total balance and MTID income  
15,316.02 Expenses for November 2016\*  
 \$344,119.29 Balance November 30, 2016\*\*

\*Actual November 2016 expenses were \$125,552.30

\*\$250,237.24 Checking  
   140.00 On hand  
   21,493.32 Illinois Funds—E-pay  
   72,248.73 Illinois Funds—Working Cash Fund

#### GIFTS & MEMORIALS

\$15,773.96 Checking  
 21,709.36 Illinois Funds

#### SPECIAL RESERVE

\$244,774.50 Illinois Funds

The treasurer's report for December 2016 was not available, some bank statements still outstanding.

The following check register was presented by A. Driver.

Check #	Date	Payee	Cash Account	Amount
10625	1/10/17	Baker & Taylor, Inc.	1000	2,129.58
10626	1/10/17	Campbell Publications	1000	143.50
10627	1/10/17	Church's Lawn Care	1000	114.00
10628	1/10/17	City of Jerseyville	1000	7,560.00
10629	1/10/17	Demco	1000	240.28
10631	1/10/17	Baker & Taylor, Inc.	1000	229.53
10632	1/10/17	Belleville Public Library	1000	9.96
10633	1/10/17	Diamond Lake Book Co	1000	137.30
10634	1/10/17	Direct Energy Business	1000	1,014.50
10635	1/10/17	Anita Driver	1000	140.61
10636	1/10/17	East Alton Public Library Dist	1000	29.99
10637	1/10/17	Gale/CENGAGE Learning	1000	554.11
10638	1/10/17	Grafton Technologies, Inc.	1000	190.88
10639	1/10/17	Greene/Jersey Shoppers	1000	230.81
10640	1/10/17	GRP Mechanical Company, Inc.	1000	21,416.00
10641	1/10/17	Ingram Library Services	1000	52.30
10642	1/10/17	Jerseyville Water Department	1000	100.25
10643	1/10/17	Lazerware, Inc.	1000	2,743.45
10644	1/10/17	Loellke Plumbing, Inc.	1000	107.00
10645	1/10/17	Chris Maness	1000	235.00
10646	1/10/17	Midwest Tape	1000	2,348.48
10647	1/10/17	Movie Licensing USA	1000	179.00
10648	1/10/17	Pass Security	1000	617.00
10649	1/10/17	Payroll	1000	7,435.48
10650	1/10/17	Penguin Random House LLC	1000	125.25
10651	1/10/17	R.P. Lumber Co., Inc.	1000	1,135.96
10652	1/10/17	VOID	1000	
10653	1/10/17	Reader Service	1000	157.52
10654	1/10/17	Robert (Bob) Sanders Waste Systems	1000	47.50
10655	1/10/17	Chelsea Sams	1000	100.00
10656	1/10/17	Scheffel Boyle	1000	2,575.00
10657	1/10/17	Schindler Elevator Corporation	1000	851.46
10658	1/10/17	Smart Apple Media	1000	881.55
10659	1/10/17	Smith's Pest Control	1000	45.00
10660	1/10/17	Smithton Public Library	1000	18.00
10661	1/10/17	The Buzz	1000	275.00

10662	1/10/17	Trico Electrical Contractors, Inc.	1000	1,007.50
10663	1/10/17	Card Services	1000	1,560.10
10664	1/10/17	VOID	1000	
10665	1/10/17	VOID	1000	
10666	1/10/17	VOID	1000	
10667	1/10/17	Wall Street Journal	1000	455.00
10668	1/10/17	William F. Brockman Co.	1000	45.32
10669	1/10/17	Williams Office Products, Inc.	1000	465.52
10670	1/10/17	World Book, Inc.	1000	999.00
<b>Total</b>				<b>58,703.69</b>

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

Librarian's report:

- Visits: 5,348
- Wi-Fi users: 194
- Circulation: 6,274
- Holds placed: 1,652, satisfied: 1,544
- Items owned: 64,606
- Items added in December 364

The Materials, Bylaws and Policy Committee presented the following to be voted on at the February meeting:

- Public comment section added to the beginning and end of the agenda
- Government Travel Expense Control Act

The Technology Committee reported that moving the Wi-Fi access point to accommodate users in the first floor classroom has created a void in access at the circulation desk. A third Wi-Fi access point will be added there.

Friends of the Library reported making \$1,005.59 on their Christmas book sales.

Correspondence:

- Thank you from Marshall Public Library for use of Pete the Cat costume
- Thank you from Downtown Christmas Festival Committee
- Certificate of tax exempt property to be signed

The Per Capita Grant application was discussed and will be submitted by Sunday at midnight.

**On motion by J. Schleper, 2<sup>nd</sup>** by A. Thomas, the Per Capita Grant application was approved and will be submitted. Motion carried unanimously.

**On motion by R. Ficker**, the meeting was adjourned at 7:30 p.m.

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Secretary

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Assistant Secretary