

**Jerseyville Public Library  
Board of Trustees meeting  
Tuesday, January 21, 2020 at 6:30 p.m.  
Meeting room at 105 North Liberty Street**

**MINUTES**

President Jerry Schleper called to order a regular meeting of the Jerseyville Public Library Board of Trustees at 6:30 p.m. Others present included: Juan Lingow, Helen Gubser, Marcia Adams, Laura Woodring, Steve LeBlanc, Michelle Lyons, Josh Hileman, and Anita Driver.

No public comment

**On motion by J. Hileman, 2<sup>nd</sup> by L. Woodring, the agenda was approved. Motion carried unanimously.**

**On motion by S. LeBlanc, 2<sup>nd</sup> by J. Lingow, the consent agenda including minutes of the December 17, 2019 meeting and the following treasurer's report for December 2019 was approved. Motion carried unanimously.**

**BUDGET ACCOUNT**

\$389,921.58 Reported balance November 30, 2019  
479.67 Corporate replacement tax  
133.12 Interest  
697.50 Non-resident fees  
155.00 Non-resident fees—E-pay  
143.53 Fines  
9.00 Fines—E-pay  
126.28 Copies  
8.05 Copies—E-pay  
1.75 Scans to email  
40.00 Meeting room fees  
81.00 FAX  
30.00 FAX—E-pay  
41.00 Program fees  
10.50 Books/magazine sales—E-pay  
3.00 Miscellaneous  
13.17 Miscellaneous—E-pay  
391,894.15 Total balance and MTD income  
36,742.24 Less expenses for December 2019  
70,000.00 Less transfer to Special Reserve  
\$285,151.91 Balance December 31, 2019\*

\*\$201,224.37 Checking  
140.00 On hand  
10,148.63 Illinois Funds—E-pay  
73,638.91 Illinois Funds—Working cash

**GIFTS & MEMORIALS**

\$21,833.01 Checking  
37,830.50 Illinois Funds

**SPECIAL RESERVE**

\$429,233.76 Illinois Funds  
34,728.01 Checking

The check register was presented by Director Driver.

Check #	Date	Payee	Cash Account	Amount
11942	1/21/20	Julie's Graphics	1000	4.00
11943	1/21/20	Baker & Taylor	1000	946.62
11944	1/21/20	Rachel Calvin	1000	29.00
11945	1/21/20	Cavendish Square Publishing	1000	177.93
11946	1/21/20	Centralia Regional Library District	1000	25.00
11947	1/21/20	Church's Lawn Care	1000	95.00
11948	1/21/20	City of Jerseyville	1000	42,034.06
11949	1/21/20	Diamond Lake Book Co.	1000	187.61
11950	1/21/20	Direct Energy Business	1000	1,949.78
11951	1/21/20	EBSCO Information Services	1000	2,501.39
11952	1/21/20	Gale/CENGAGE Learning	1000	208.86
11953	1/21/20	Gardner Media LLC	1000	175.37
11954	1/21/20	Grafton Technologies, Inc	1000	196.81
11955	1/21/20	GRP Mechanical Contractors	1000	829.00
11956	1/21/20	Hayner Public Library District	1000	19.99
11957	1/21/20	Illinois Heartland Library System	1000	59.00
11958	1/21/20	Jerseyville Water Department	1000	93.42
11959	1/21/20	Loellke Plumbing, Inc.	1000	105.00
11960	1/21/20	Midwest Tape	1000	999.26
11961	1/21/20	Payroll	1000	18,673.04
11962	1/21/20	The Penworthy Company LLC	1000	108.42
11963	1/21/20	Robert (Bob) Sanders Waste Systems, Inc	1000	67.50
11964	1/21/20	Self-Reliance Publications	1000	26.00
11965	1/21/20	Smith's Pest Control	1000	45.00
11966	1/21/20	Swank Movie Licensing USA	1000	208.00
11967	1/21/20	TRICO Electrical Contractors, Inc.	1000	84.50
11968	1/21/20	Twin L Clean	1000	625.00
11969	1/21/20	Watts Copy Systems, Inc.	1000	328.72
11970	1/21/20	Card Services VISA	1000	1,313.14
11970a	1/21/20	VOID	1000	
11970b	1/21/20	VOID	1000	
<b>Total</b>				<b>72,116.42</b>

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

Librarian's report:

- Anita presented a copy of the expansion donation brochure updated by B. Smilack. She requested that the Materials, Bylaws and Policy Committee review it and give her any corrections and suggestions.
- December statistics: circulation-5,183; holds placed-1,236; holds satisfied-1,184; 230 items added to the SHARE and 4,881 visits.

**On motion by M. Adams, 2<sup>nd</sup> by J. Lingow, the new continuing education policy was adopted. Motion carried unanimously.**

Building and Grounds Committee:

- New chairs for the meeting room will be purchased from Special Reserve and final choice by the Committee.

- The 1902 grandfather clock is at a shop in Bellville. The Friends of the Library are paying for the repair.

The Technology Committee reported that the computers will be updated Office 19. We purchase the software through TechSoup for a fraction of the cost.

Under correspondence, the annual Certificate of Exempt Property was received and President Schleper will sign.

**On motion by S. LeBlanc, 2<sup>nd</sup> by J. Hileman**, the proposal for Professional Services/Grant Submittal Fee Proposal from the Farnsworth Group was accepted unless additional bids are required. Motion carried unanimously.

No public comment

**On motion by S. LeBlanc, 2<sup>nd</sup> by L. Woodring**, the meeting was adjourned at 7:15 p.m.

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Secretary

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Assistant Secretary