

**JERSEYVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES Meeting
Tuesday, December 15, 2015 @ 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: A. Thomas, B. Smilack, J. Schleper, M. Lyons, H. Gubser, and A. Driver. New member, Steve LeBlanc, took the oath of office administered by Helen Gubser. Ruth Ficker reported she would be absent.

On motion by M. Lyons, 2nd by J. Schleper, the agenda was approved. Motion carried unanimously.

On motion by M. Lyons, 2nd by J. Lingow, the consent agenda including minutes of the November 17, 2015 meeting and the following treasurer's report was approved. Motion carried unanimously.

BUDGET ACCOUNT

\$358,688.00 Reported balance October 31, 2015
 13.84 Interest
 155.00 Non-resident fees
 516.73 Fines
 69.29 Fines—e-pay
 177.20 Copies
 6.95 Copies—e-pay
 2.75 Scans to email
 20.00 Meeting room fees
 24.96 Lost items
 6.30 Magazine & book sales
 73.00 FAX income
 8.00 FAX income—e-pay
 2.00 Miscellaneous income
 359,764.04 Total balance and MTD income
32,986.93 Less expense for November 2015
 \$326,777.11 Balance November 30, 2015*

*\$239,239.99 Checking

140.00 On hand

15,312.36 Illinois Funds—E-pay

72,084.76 Illinois Funds—Working cash

GIFTS & MEMORIALS

\$10,131.64 Checking

21,641.62 Illinois Funds

SPECIAL RESERVE

\$281,077.62 Illinois Funds

The bill list was presented by A. Driver.

Check #	Date	Payee	Cash Account	Amount
10144V	12/11/15	William F. Brockman Co.	1000	-22.84
10146	12/15/15	Amateur Sports Promotion	1000	129.00
10147	12/15/15	American Library Association	1000	76.70
10148	12/15/15	Baker & Taylor, Inc.	1000	1,290.26
10149	12/15/15	Campbell Publications	1000	99.00
10150	12/15/15	Church's Lawn Care	1000	70.00
10151	12/15/15	City of Jerseyville	1000	13,525.00
10152	12/15/15	Demco, Inc.	1000	175.02
10153	12/15/15	Anita Driver	1000	300.00
10154	12/15/15	Gale/CENGAGE Learning	1000	316.42
10155	12/15/15	GC Lorton Inc.	1000	350.00
10156	12/15/15	Grafton Technologies, Inc.	1000	171.40
10157	12/15/15	Greene/Jersey Shoppers	1000	138.79

10158	12/15/15	Illinois State Historical Soc.	1000	50.00
10159	12/15/15	Ingram Library Services	1000	42.83
10160	12/15/15	Jerseyville Water Department	1000	88.65
10161	12/15/15	Kids Reference Company	1000	473.97
10162	12/15/15	Chris Maness	1000	100.00
10163	12/15/15	Midwest Tape	1000	960.78
10164	12/15/15	Newwave Communications	1000	140.00
10165	12/15/15	Pass Security	1000	294.00
10166	12/15/15	Payroll	1000	19,916.48
10167	12/15/15	Penguin Random House LLC	1000	65.25
10168	12/15/15	Reader Service	1000	78.76
10169	12/15/15	Chelsea Sams	1000	85.00
10170	12/15/15	Scheffel Boyle	1000	2,475.00
10171	12/15/15	Schindler Elevator Corporation	1000	822.96
10172	12/15/15	Sparta Public Library	1000	13.00
10173	12/15/15	The Buzz	1000	150.00
10174	12/15/15	Trico Electrical Contractors, Inc.	1000	474.65
10175	12/15/15	Card Services	1000	2,386.90
10176	12/15/15	VOID	1000	
10177	12/15/15	VOID	1000	
10178	12/15/15	William F. Brockman Co.	1000	25.66
10179	12/15/15	Williams Office Products, Inc.	1000	274.66
10180	12/18/15	Direct Energy Business	1000	630.81
		Jersey County Business		
10181	12/18/15	Association	1000	400.00
		Robert (Bob) Sanders Waste		
10182	12/18/15	Systems	1000	35.50
10183	12/23/15	City of Jerseyville	1000	13,613.00
10184	12/23/15	Chris Maness	1000	100.00
10185	12/23/15	Payroll	1000	7,986.34
10186	12/23/15	Petty Cash	1000	83.90
Total				68,386.85

On motion by J. Schleper, 2nd by J. Lingow, the bills will be paid. Motion carried unanimously.

Librarian's report:

- November statistics: 6,132 patron visits, circulation 7,728, 1,932 holds placed, 1,808 holds satisfied, 1,235 OPAC logins
- Staff is working on an upcoming triple shift in the DVD room, Teen room, and adult non-fiction.
- The December programs have had good attendance. Laurie's first Saturday program was pajamas and pancakes which the children and parents really enjoyed.
- We participated in the JCBA Hometown Christmas program.

Anita reported statuses on the fence, HVAC, and the Carnegie meeting room.

The Friends of the library holiday cookbook and Christmas book sales have gone well. EBay receipts for November 2015 were \$150.

Correspondence concerning a change in our E-Pay account with Illinois Funds has been received. A decision will be made by February.

Per Capita Grant Application:

- Edge Assessment was presented and discussed
- Chapter 5 of the *Standards for Illinois Public Library* was discussed. Members received a checklist of standards we meet and those we need to improve.
- Application discussed

On motion by J. Schleper the meeting was adjourned at 7:25 p.m.

Secretary

Assistant Secretary