

**JERSEYVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
TUESDAY, JULY 18, 2023, AT 6:30 p.m.
Meeting room at 105 North Liberty Street**

MINUTES

Board President Josh Hileman called to order the annual meeting of the Jerseyville Public Library Board of Trustees at 6:53 p.m. Others present: Matt Derrick, Michelle Hopper, Steve LeBlanc, Judy Pruitt, Jerry Schleper,.

NO PUBLIC COMMENT

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

On motion by M. Derrick, 2nd by S. LeBlanc, the consent agenda including minutes of the June 20, 2023 meeting and July 10, 2023 Materials, Bylaws, and Policy Committee meeting, as well as the treasurer's report for June 2023 was approved. Motion carried unanimously.

**TREASURER'S REPORT
FOR JUNE 2023**

BUDGET ACCOUNT

\$281,251.65 Balance May 31, 2023
1,244.69 Interest
2,136.00 Non-Resident Fees
534.00 Non-Resident Fees-Epay
421.35 Fines
79.09 Fines-Epay
402.85 Copies
18.90 Copies-Epay
49.99 Lost items
24.99 Lost items-Epay
67.50 Fax
5.00 Fax-Epay
900.00 Gifts & Memorials
5.00 Book/Magazine Sales-Epay
14,879.90 Miscellaneous
302,020.91 Balance + MTD Income
43,699.02 Less Expenses
*258,321.89 Balance June 30, 2023

*162,108.66 Checking Account
140.00 Cash on Hand
21,120.63 Illinois Funds-Epay
74,952.60 Illinois Funds-Working Cash

GIFTS AND MEMORIALS

\$ 510.03 Checking
522.01 Illinois Funds

SPECIAL RESERVE

\$391,852.28 Checking
528.21 Illinois Funds

The following check register was presented by J. Pruitt:

Check #	Date	Payee	Cash Account	Amount
13109	7/18/23	Amazing Animal Adventures	1000	300.00
13110	7/18/23	Baker & Taylor	1000	2,976.53
13111	7/18/23	Barking Dog Exhibits	1000	176.20
13112	7/18/23	Brockman Co.	1000	33.92
13113	7/18/23	Cavendish Square Publishing	1000	186.03
13114	7/18/23	Cengage Learning Inc / Gale	1000	338.87
13115	7/18/23	City of Jerseyville	1000	4,133.96
13116	7/18/23	Grafton Technologies, Inc	1000	194.48
13117	7/18/23	Illinois Power Marketing dba	1000	963.48
13118	7/18/23	Illinois American Water	1000	131.44
13119	7/18/23	Illinois Heartland Library System	1000	11,207.47
13120	7/18/23	Illinois Library Association	1000	575.00
13121	7/18/23	Ingram Library Services	1000	23.18
13122	7/18/23	Rusty Ingram	1000	482.00
13123	7/18/23	Kanopy, Inc.	1000	8.00
13124	7/18/23	Lazerware Inc.	1000	1,009.89
13125	7/18/23	Chris Maness	1000	500.00
13126	7/18/23	Midwest Tape LLC	1000	1,229.61
13127	7/18/23	Payroll	1000	21,300.46
13128	7/18/23	Petty Cash	1000	75.67
13129	7/18/23	Republic Services	1000	78.89
13130	7/18/23	Elizabeth Smilack	1000	25.00
13131	7/18/23	TcaDesigns, LLC	1000	114.00
13132	7/18/23	Telegraph	1000	507.00
13133	7/18/23	VISA	1000	1,840.40
13133a	7/18/23	VOID	1000	
13133b	7/18/23	VOID	1000	
13133c	7/18/23	VOID	1000	
13133d	7/18/23	VOID	1000	
13133e	7/18/23	VOID	1000	
13134	7/18/23	Watts Copy Systems, Inc.	1000	239.27
Total				48,650.75

On motion by M. Hopper, 2nd by J. Schleper, the payment of the bills was approved. Motion carried unanimously.

Librarian Pruitt reported on statistics, professional development, programming, and upcoming events. Highlights include:

- \$6000 grant to do digital literacy programming
- Checked out 5682 items; filled 1147 holds; added 315 new items and withdrew 478
- Gained 44 new patrons
- Only had 1 day in June with fewer than 100 patrons and 4 days over 500 (612 for one!)
- 9328 FB engagements
- Good attendance for summer reading programming
- Participated in Jersey County Fair Parade
- GTEC is sponsoring inflatables for summer reading finale
- Adam, Beth S, and Danielle attended a Lazerware informational event

Materials, Bylaws and Policy Committee

On motion by M. Hopper, 2nd by M. Derrick, the board approved proposed revisions of Bylaws Article VI, Section 4 and Policy Section A-5.6D and Section I Procedures to accommodate online bill pay. Motion carried unanimously.

Building and Grounds/Expansion Project Committee

On motion by S. LeBlanc, 2nd by J. Schleper, the board approved the 7/7/23 schematic drawing plan concept from Farnsworth. Motion carried unanimously.

Finance Committee

The board discussed a possible migration to QuickBooks, and the next steps toward online bill pay.

Technology Committee

No report.

Friends of the Library

The Friends' Annual Book Sale will be October 12-14.

CORRESPONDENCE

Donations in memory of Karen Goetten currently total \$2670.

The library has received this year's disbursement from the McCauley Brown Endowment fund in the amount of \$9884.

OLD BUSINESS

None

NEW BUSINESS

The board chose to table discussion of installing a hitch on the library van at an approximate cost of \$750.

NO PUBLIC COMMENT

Meeting was adjourned at 7:48 p.m.

Helen Gubser, Secretary

Judy Pruitt, Assistant Secretary