

**Jerseyville Public Library
Board of Trustees ANNUAL MEETING
Tuesday, May 27, 2014 @ 6:30 p.m.
Meeting room at 105 North Liberty Street
MINUTES**

President Kent Hake called to order the annual meeting of the Jerseyville Public Library Board of Trustees at 6:35 p.m. Others present: Ruth Ficker, Beth Smilack, Michelle Lyons, Juan Lingow, Jerry Schleper, and Anita Driver. Reported absent: Scott Peabody and Andy Thomas.

In the absence of the secretary, President Hake appointed M. Lyons to record the minutes of the meeting.

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

On motion by B. Smilack, 2nd by M. Lyons, the consent agenda including the treasurer's report given by A. Driver from Peachtree reports was approved. Motion carried unanimously.

City Account

\$ 4,110.94 Checking
140.00 On hand
7,483.33 Illinois Funds—E-pay
72,067.74 Illinois Funds

Gifts & Memorials

\$10,573.73 Checking
2,640.50 Illinois Funds

Special Reserve

\$115,194.55 Illinois Funds

On motion by J. Schleper, 2nd by J. Lingow, the minutes of the April 15, 2014 meeting were approved. Motion carried unanimously.

Anita presented the following check register:

Check #	Date	Payee	Cash Account	Amount
9408	5/27/14	Baker & Taylor, Inc.	1000	1,070.74
9409	5/27/14	Church's Lawn Care	1000	35.00
9410	5/27/14	City of Jerseyville	1000	3,780.00
9411	5/27/14	Kenneth Conrady	1000	75.00
9412	5/27/14	Creative Company	1000	349.10
9413	5/27/14	Anita Driver	1000	100.00
9414	5/27/14	First Bank	1000	35.00
9415	5/27/14	Gale/CENGAGE Learning	1000	385.42
9416	5/27/14	Gardner Media LLC	1000	212.25
9417	5/27/14	Grafton Technologies, Inc.	1000	172.05
9418	5/27/14	Greene/Jersey Shoppers	1000	146.52
9419	5/27/14	Hayner Public Library District	1000	20.00
9420	5/27/14	Ingram Library Services	1000	21.55
9421	5/27/14	Jerseyville Water Department	1000	9.60
9422	5/27/14	Kids Reference Company	1000	187.31
9423	5/27/14	Library Ideas LLC	1000	1,290.00
9424	5/27/14	Chris Maness Midwest Elevator Inspection Services	1000	200.00
9425	5/27/14	Midwest Tape	1000	187.50
9426	5/27/14	Mt. Olive Public Library	1000	1,798.30
9427	5/27/14	The PAC	1000	9.00
9428	5/27/14	Pass Security	1000	50.00
9429	5/27/14	Payroll	1000	161.00
9430	5/27/14	Random House, Inc.	1000	15,237.86
9431	5/27/14	Reader Service	1000	166.50
9432	5/27/14	Robert (Bob) Sanders Waste Systems	1000	58.89
9433	5/27/14			34.32

9434	5/27/14	Chelsea Sams	1000	100.00
9435	5/27/14	Smith's Pest Control	1000	40.00
9436	5/27/14	Traube Tent and Structures	1000	300.00
9437	5/27/14	Tumbleweed Press Inc.	1000	299.50
9438	5/27/14	Card Services	1000	1,333.67
9439	5/27/14	VOID	1000	
9440	5/27/14	VOID	1000	
9441	5/27/14	Whitworth-Horn-Goetten	1000	804.00
9442	5/27/14	William F. Brockman Co.	1000	25.48
9443	5/27/14	Williams Office Products, Inc.	1000	343.72
Total				29,039.28

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

Librarian's report:

- April 2014 statistics sheet was distributed.
- Anita showed a new oversize bookmark designed by Beth Tittle that shows all of our electronic resources plus the website address.
- With volunteer help from retired librarians Deb Owen and Mary Smith, staff is weeding the adult non-fiction section to make room for moving the local history collection and the microfilm reader/printer to that area. Chris Lorton is working up an estimate for 3 quiet study rooms for the vacated area. Even if we don't remodel for the study rooms this move will give more area for tutors and book sale sorting.
- Christie Meyer, Chelsea Sams, and Anita viewed a webinar on using Facebook to advertise. The aspect Anita really liked was that ads will pop for Facebook users within a certain radius whether or not they have like the JPL Facebook page. They are going to try an ad for summer reading club.
- Summer reading club registration starts next Monday, June 2 along with a 2 day kid's only book sale.
- Laurie Ingram and Chris Maness have had many year-end school tours this past month. Laurie has a program in the meeting room designed per the teacher's request and Chris conducts a tour.
- Farmers Market is moving to the Outrageous Outfitters parking lot for this year.

Anita reported for Building and Grounds that Chris Lorton worked on the Carnegie attic in an attempt to solve the squirrel problem.

Blake Church is mowing the lawn this summer. Mulch and rock is needed as well as more weeding.

A letter from Cass Cable was received stating that someone used the Library's Wi-Fi to illegally download a television show. Simply changing the password at closing may not be enough to stop the problem. Anita will continue to work with Lazerware on this issue. It was suggested that we may have to turn Wi-Fi off all together.

Schindler Elevator sent a rate increase notice for our preventative maintenance agreement.

A thank you from former employee Jessica Breden was read.

Under old business:

- **On motion** by J. Schleper, 2nd by J. Lingow, the following 2015/16 budget was approved and will be forwarded to City Hall. Motion carried unanimously.

BUDGET For

JERSEYVILLE PUBLIC LIBRARY EXPENDITURES 2015-2016

To be Levied Fall 2014

APPROVED BY THE BOARD

APPROVED BY THE CITY _____

Account	Amount	Comments
Salaries	209,000	
Payroll Deductions	41,000	
Health Insurance	51,000	
Library Materials	52,000	Electronic continues to grow
Electronic Materials	16,500	
Interlibrary Loan + Postage	3,000	
Library Supplies & Postage	11,500	
Library Furnishings	3,000	
Bldg. & Grounds-Main. & Supplies	16,000	Includes janitorial
Equipment/Automation & Maintenance	27,000	Combined Equipment & Maintenance w/ Automation & Maintenance
Elevator & Maintenance	2,500	
Utilities	21,000	May experience change in providing high speed Internet access
Insurance: Bldg., Liability & Bonds	12,000	
Professional Services	3,000	Audit, cataloging & processing
Cont. Ed., Dues, Travel, & Mtgs.	4,000	
Programs: Adult & Juvenile	7,000	
Promotional Materials & PR	7,500	
Contingency	3,000	
Bond Debt	76,000	Payable Debt or Expansion Savings
TOTAL	\$566,000	

Estimated Income:	Amount
Per Capita Grant	\$8,600

Corporate Replacement Tax	8,000
Estimated Interest	250
Fines & Fees	36,000
Total Estimated Income	\$ 52,850

Total estimated expenses	\$566,000
Total estimated income	(52,850)
AMOUNT REQUESTED FROM PROPERTY TAX/LEVY REQUEST	\$513,150

Percent of Increase:

\$513,150 New request
505,550 2014-15 request
 \$ 7,600 Difference

\$ 7,600 ÷ \$ 505,550 = 0.01503 or 1.5% increase

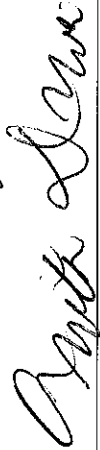
- **On motion** by B. Smilack, 2nd by J. Lingow, with 1 abstention, for a difference of approximately \$786.00, staff will be paid an additional half hour on Sundays, working 12:30 to 4:00 p.m. Motion carried.

New business:

- Bookmarks with meeting dates for fiscal year 2014-15 were handed out and will be posted on the bulletin board.
- With no refusals for reappointment, a letter with the following names will be sent to City Hall asking for reappointment: Jerry Schleper, Juan Lingow, and Andy Thomas.
- **On motion** by M. Lyons, 2nd by B. Smilack, the financial report to the City of Jerseyville was approved and will be forwarded to City Hall. Motion carried unanimously.
- There was consensus to table the State Library annual report (IPLAR) till the June meeting.

On motion by R. Ficker, 2nd by J. Schleper, the meeting was adjourned


 Sec. Pro-Tem


 Assistant Secretary