

**Jerseyville Public Library
Board of Trustees Meeting
Tuesday, May 29, 2019
Meeting room @ 105 North Liberty Street**

MINUTES

President Jerry Scheleper called to order the annual meeting of the Jerseyville Public Library Board of Directors. Others present: Michelle Lyons, Laura Woodring, Steve LeBlanc, Josh Hileman, and Chris Maness.

No public comment.

On a motion by M. Lyons, 2nd by L. Woodring, the agenda was accepted. Motion carried unanimously.

On a motion by M. Lyons, 2nd by J. Hileman the consent agenda including the following treasurer's report for May 2019 and the minutes of the April 30, 2019 meeting were approved. Motion carried unanimously.

TREASURER'S REPORT

BUDGET ACCOUNT

\$134,492.17 Reported balance March 31, 2019

2,775.80 Corporate replacement tax

163.12 Interest

775.00 Non-resident fees

310.00 Non-resident fees—E-pay

972.99 Fines

99.50 Fines—E-pay

880.25 Copies

49.80 Copies—E-pay

40.00 Scans to email

6.00 Scans to email—E-pay

60.00 Meeting room fees

20.00 Meeting room fees—E-pay

67.94 Lost items

48.39 Lost items—E-pay

7.85 Magazine & book sales—E-pay

20.00 Gifts

-100.00 Less Memorial transferred to G&Ms account

64.00 Program income

8.00 Coffee house income

212.00 FAX income

16.00 FAX income—E-pay

879.57 Miscellaneous income (includes income for prior FY checks that were voided)

141,868.38 Total balance and MTD income

34,543.82 Less expenses for April 2019

\$107,324.56 Balance April 30, 2019*

*\$25,708.71 Checking

140.00 Cash on hand

7,351.31 Illinois Funds—E-pay

74,124.54 Illinois Funds (working cash)

GIFTS & MEMORIALS

\$ 4,900.00 Checking

37,295.65 Illinois Funds

SPECIAL RESERVE

\$354,129.03 Illinois Funds
34,716.37 Checking

The following check register was presented by C. Maness. Due to an issue with the new financial software, Sage 50, the checks could not be run. Checks will be run when issues are resolved.

Check Register

For the Period from May 1, 2019 to May 31, 2019

Filter Criteria includes: Report order is by Date.

Check # Date Payee Cash Account Amount

11700	5/29/19	Amateur Sports Prom	1000	129.00
11701	5/29/19	ATIS Elevator Inspect	1000	202.50
11702	5/29/19	Baker & Taylor	1000	1,456.98
11703	5/29/19	Brockman Co.	1000	23.16
11704	5/29/19	Brodart Co.	1000	23.63
11705	5/29/19	Cavendish Square P	1000	177.93
11706	5/29/19	Central Technology, I	1000	1,210.64
11707	5/29/19	Church's Lawn Care	1000	192.00
11708	5/29/19	City of Jerseyville	1000	3,780.00
11709	5/29/19	Demco	1000	116.58
11710	5/29/19	Diamond Lake Book	1000	451.51
11711	5/29/19	Direct Energy Business	1000	1,559.92
11712	5/29/19	First Bank	1000	35.00
11713	5/29/19	Gale/CENGAGE Lear	1000	488.54
11714	5/29/19	Gardner Media LLC	1000	51.27
11715	5/29/19	Grafton Technologies	1000	197.36
11716	5/29/19	Illinois Heartland Library System	1000	50.00
11717	5/29/19	Illinois Office State Fi	1000	75.00
11718	5/29/19	Ingram Library Services	1000	139.86
11719	5/29/19	Jersey County Business Association	1000	25.00
11720	5/29/19	Jerseyville Water De	1000	86.68
11721	5/29/19	Kids Reference Com	1000	320.24
11722	5/29/19	Midwest Tape	1000	1,415.61
11723	5/29/19	Payroll	1000	18,335.91
11724	5/29/19	Penguin Random Ho	1000	56.25
11725	5/29/19	The Penworthy Comp	1000	112.84
11726	5/29/19	Robert (Bob) Sander	1000	62.50
11727	5/29/19	Smith's Pest Control	1000	45.00
11728	5/29/19	Twin L Clean	1000	625.00
11729	5/29/19	Watts Copy Systems,	1000	281.45
11730	5/29/19	Whitworth-Horn-Goetten	1000	602.00
11731	5/29/19	World Trade Press	1000	300.00
Total				32,629.36

On a motion by S. LeBlanc, 2nd by L. Woodring, the bills were approved. Motion carried unanimously.

C. Maness presented the Librarian's report:

- Stats: Circulation for April 2019 6,726 ; items added to DB 310 ; 6,632 visits.
- Chris, Beth, and Anita spent 2 + weeks cleaning up our computer/Polaris collection analysis.
- Peachtree Financial software is now Sage 50. The checks from the check registry will be run using the new software.
- All three ages of SRC are in the planning stage, lots of fun to come.

Building and Grounds Committee:

- Steve reported that Mr. Babor has not got back with him about the tuck-pointing.
- He will be contacting a person to price tile for the boys' bathroom downstairs.

- Steve will also contact a door man to come in and look at the meeting room west door.

Correspondence: Jerry read a resignation letter from Kent Hake resigning from the board.

Old business: Staff self-evaluations are in progress.

New business:

On a motion by M. Lyons, 2nd by J. Hileman the financial annual report was accepted.

Board meeting dates were set for 2019-20.

There was a short discussion to forward the 2019-20 budget and appropriations request to be sent to City Commissioner Kevin Stork. Anita will follow up with board members.

The Board postponed the reappointment /election of officers, committees, and a new board member till June.

No Public comment.

On a motion by L. Woodring, 2nd by S. LeBlanc, the meeting was adjourned at 7:00p

Secretary Pro-Tem, Chris Maness