

**JERSEYVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, August 17, 2021 at 6:30 pm
Meeting room at 105 North Liberty Street**

MINUTES

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

NO PUBLIC COMMENT

On motion by J. Schleper, 2nd by S. LeBlanc, the agenda was approved as corrected—non-resident fee added in new business. Motion carried unanimously.

On motion by M. Derrick, 2nd by J. Lingow, the consent agenda including minutes of the Materials, Bylaws and Policy Committee for July 20, 2021, minutes of the July 20, 2021 Board meeting and the following Treasurer's Report for July 2021 were approved. Motion carried unanimously.

BUDGET ACCOUNT

\$101,373.43 Balance June 30, 2021
2,923.57 Corporate replacement tax
3.99 Interest
3,100.00 Non-resident fees
1,085.00 Non-resident fees—E-pay
573.66 Fines
105.19 Fines—E-pay
511.80 Copies
20.30 Copies—E-pay
17.00 Scans to email
7.50 Scans to email—E-pay
228.92 Lost items
22.00 Lost items—E-pay
191.50 FAX
45.00 FAX—E-pay
88.00 Program fees
19.30 Gifts & Memorials
53.00 Books/Magazine Sales—E-pay
11.15 Miscellaneous
-37.11 Miscellaneous—E-pay (memorial trans, to Special Reserve)
110,343.20 Total balance and MTD income
37,126.30 Less expenses for July 2021
\$ 73,216.90 Balance July 31, 2021*

\$69,629.37 Checking
140.00 Cash on hand
2,946.37 Illinois Funds—E-pay
501.16 Illinois Funds—Working cash

GIFTS & MEMORIALS

\$479.40 Checking
501.69 Illinois Funds

Note: All expansion donations are now being deposited directly in Special Reserve.

SPECIAL RESERVE

\$ 506.67

486,423.58 Special Reserve/Construction checking

July 2021 Gifts \$2,436.80

July 2021 Memorials \$ 740.00

The following check register was presented by A. Driver:

Check #	Date	Payee	Cash Account	Amount
12448	8/17/21	Baker & Taylor	1000	928.58
12449	8/17/21	Brockman Co.	1000	86.40
12450	8/17/21	Card Services VISA	1000	2,029.56
12450a	8/17/21	VOID	1000	
12450b	8/17/21	VOID	1000	
12450c	8/17/21	VOID	1000	
12450d	8/17/21	VOID	1000	
12451	8/17/21	Cavendish Square Publishing	1000	177.93
12452	8/17/21	Cengage Learning Inc / Gale	1000	206.46
12453	8/17/21	Chris's Janitor Service	1000	500.00
12454	8/17/21	Church's Lawn Care	1000	244.00
12455	8/17/21	City of Jerseyville	1000	3,721.56
12456	8/17/21	Gardner Media LLC	1000	393.97
12457	8/17/21	Grafton Technologies, Inc	1000	200.38
12458	8/17/21	Illinois Power Marketing dba	1000	865.42
12459	8/17/21	Illinois American Water	1000	123.75
12460	8/17/21	Illinois Heartland Library System	1000	10,449.43
12461	8/17/21	Jersey County Business Association	1000	240.00
12462	8/17/21	Jeff Koziatek	1000	150.00
12463	8/17/21	Kanopy, Inc.	1000	34.00
12464	8/17/21	Lazerware Inc.	1000	927.63
12465	8/17/21	Library Ideas LLC	1000	38.50
12466	8/17/21	Chris Maness	1000	77.00
12467	8/17/21	Midwest Tape	1000	782.12
12468	8/17/21	Payroll	1000	18,840.68
12469	8/17/21	Petty Cash	1000	102.21
12470	8/17/21	Pointer Electric	1000	260.99
12471	8/17/21	Robert (Bob) Sanders Waste Systems, Inc	1000	70.88
12472	8/17/21	Elizabeth Smilack	1000	25.00
12473	8/17/21	Telegraph	1000	436.75
12474	8/17/21	Watts Copy Systems, Inc.	1000	315.03
Total				42,228.23

On motion by M. Hopper, 2nd by J. Lingow, the bills will be paid. Motion carried unanimously.**LIBRARIAN'S REPORT**

- The library staff registered 296 people for COVID-19 vaccines.
- Anita designed a new evaluation form. She will do evaluations before the next meeting.
- Laurie Ingram and Chris Maness sorted the contents of our storage area in Anita Rose's former building. The building has been purchased by Brad and Wendy Tonsor and at some point we will have to vacate.
- Statistics: 4,098 visits, Hoopla-265, Kanopy-22 plays.

MATERIALS, BYLAWS AND POLICY COMMITTEE – no report

BUILDING AND GROUNDS

- The status of the expansion project including the bid process and the latest drawings were discussed.
- Anita will contact Ameren Illinois to see what their current energy savings grant is at this time. Since new lighting in the Carnegie building, both floors, is not included in the project, the tubes are T-8 (not LED) and the 8 foot fixtures are obsolete, it would be very beneficial if they had a grant to help us cover those items.

FINANCE

- Information on the levy request for 2022/23 and the salary schedule for 2021/22 were tabled.
- Anita is working on new signature cards.

TECHNOLOGY

Beth Smilack is working on grant applications for a hot spot for the van and two to circulate to patrons.

FRIENDS OF THE LIBRARY

- The Friends are having a “One Man’s Trash is Another Man’s Treasure” book sale August 19-21. For \$2.00 and one canned good for the Salvation Army, patrons will be able to take all they want from what’s available in the large meeting room.
- Anita distributed Chris Maness’s, Friends Treasurer, annual report for fiscal year 2020-21.

CORRESPONDENCE

- Anita shared an invitation to a ribbon cutting for the new City Center Park.
- A letter was received from the Jersey County Accessor stating that Jerseyville Mall, LLC has requested a property tax reduction.

OLD BUSINESS – None

NEW BUSINESS

On motion by M. Hopper, 2nd by J. Schleper, the non-resident fee will be raised to \$160.00 to meet State law requirements. Motion carried unanimously.

The meeting was adjourned at 7:46 p.m.

Helen Gubser, Secretary

Anita Driver, Assistant Secretary