

**JERSEYVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
TUESDAY, AUGUST 19, 6:30 p.m.  
Meeting room at 105 North Liberty Street**

**MINUTES**

Board President Josh Hileman called to order a meeting of the Jerseyville Public Library Board of Trustees at 6:30 p.m. Others present: Marcia Adams, Matt Derrick, Helen Gubser, Steve LeBlanc Judy Pruitt, Jerry Schleper, Kevin Weber, and Laura Woodring. Michelle Hopper was absent.

**NO PUBLIC COMMENT**

**On motion by** K. Weber, 2<sup>nd</sup> by M. Adams, the agenda was approved. Motion carried unanimously.

**On motion by** M. Derrick, 2<sup>nd</sup> by L. Woodring, the consent agenda, including minutes of the July 15 meeting and the treasurer's report for July, was approved. Motion carried unanimously.

**TREASURER'S REPORT  
FOR JULY 2025**

**BUDGET ACCOUNT**

\$321,876.97 Balance June 30, 2025  
2,457.11 Corporate Replacement Tax  
10,796.08 Other Grants  
837.26 Interest  
3,444.22 Non-Resident Fees  
1,576.00 Non-Resident Fees-Epay  
375.91 Fines  
174.09 Fines-Epay  
563.18 Copies  
108.85 Copies-Epay  
88.98 Lost items  
63.96 Lost items-Epay  
168.00 Fax  
21.50 Fax-Epay  
88.98 Coffee House (vending machine)  
50.00 Storywalk Sponsorship  
50.00 Storywalk Sponsorship-Epay  
5.00 Book/Magazine Sales-Epay

331.63 Miscellaneous  
 343,077.72 Balance + MTD Income  
80,336.84 Less Expenses  
 \$262,740.88 Balance July 31, 2025\*

\*\$182,721.78 Checking Account  
     140.00 Cash on Hand  
     4,564.67 Illinois Funds-Epay  
     75,314.43 Illinois Funds-Working Cash

### **GIFTS AND MEMORIALS**

\$ 61,731.51 Checking  
     580.24 Illinois Funds

### **SPECIAL RESERVE**

\$150,477.15 Checking  
     586.77 Illinois Funds

### **Building and Grounds**

S. LeBlanc and J. Pruitt reported on warranty-covered maintenance and adjustments in the new space and the completion of the repair of the 2<sup>nd</sup> floor AC units from the July 8 lightning strike.

Director's office furniture and furniture for Reading Room have been ordered.

Rearrangement of audiobook shelving is underway.

### **Materials, Bylaws and Policy Committee**

The proposed amendment of the Tuition Reimbursement policy was tabled until the Treasurer can be present for the discussion.

### **Finance Committee**

Librarian J. Pruitt presented the July check registers.

<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Cash Account</b>	<b>Amount</b>
1064	8/19/25	S.M. Wilson & Co.	1100	274,748.24
<b>Total</b>				<b>274,748.24</b>
<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Cash Account</b>	<b>Amount</b>
1221	8/19/25	Lilliput Play Homes, Inc	1000	11,214.00

<b>Total</b>				<b>11,214.00</b>
<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Cash Account</b>	<b>Amount</b>
13731	8/4/25	Facilitec	1000	4,567.93
13732	8/19/25	Baker & Taylor	1000	3,400.01
13733	8/19/25	Eric Bowker	1000	235.00
13734	8/19/25	Brockman Co.	1000	125.71
13735	8/19/25	City of Jerseyville	1000	3,601.56
13736	8/19/25	City of Jerseyville- IMRF/FICA	1000	3,315.34
13737	8/19/25	Clendenen & Clendenen Handyman Services	1000	470.00
13738	8/19/25	Facilitec	1000	314.35
13739	8/19/25	Grafton Technologies, Inc	1000	247.64
13740	8/19/25	Chris Griffin	1000	2,340.00
13741	8/19/25	Illinois Power Marketing dba	1000	2,545.49
13742	8/19/25	IHLS-OCLC	1000	1,176.26
13743	8/19/25	Illinois American Water	1000	433.55
13744	8/19/25	Illinois American Water	1000	144.55
13745	8/19/25	Illinois Heartland Library System	1000	13,685.56
13746	8/19/25	Illinois Library Association	1000	85.00
13747	8/19/25	Julie's Graphics	1000	44.00
13748	8/19/25	Kanopy, Inc.	1000	17.00
13749	8/19/25	Kelly Grizzle Construction	1000	300.00
13750	8/19/25	Chris Maness	1000	450.00
13751	8/19/25	Midwest Tape LLC	1000	1,922.76
13752	8/19/25	Payroll	1000	21,737.33
13753	8/19/25	Peg's Flower Cottage	1000	109.95
13754	8/19/25	Republic Services	1000	344.59
13755	8/19/25	Smith's Pest Control	1000	45.00
13756	8/19/25	VISA	1000	3,202.46
13756a	8/19/25	VOID	1000	
13756b	8/19/25	VOID	1000	
13756c	8/19/25	VOID	1000	
13756d	8/19/25	VOID	1000	
13756e	8/19/25	VOID	1000	
13757	8/19/25	Watts Copy Systems, Inc.	1000	223.41
<b>Total</b>				<b>65,084.45</b>

**On motion by J. Schleper, 2<sup>nd</sup> by S. LeBlanc,** the check register was approved. Motion carried unanimously.

**Technology Committee**

Equipment has arrived for the new catalog kiosks. M. Derrick will install.

**Librarian Report**

Librarian Pruitt reported on statistics, programming, staff development, and upcoming events.

**Friends of the Library**

There will be a book sale October 9-11.

**CORRESPONDENCE**

Notification of project completion, certification and close-out with Illinois Works Apprenticeship Initiative.

**OLD BUSINESS**

**None.**

**NEW BUSINESS**

**BUSINESS FOR DISCUSSION ONLY**

Marcia Adams expressed appreciation to S. LeBlanc for contracting with SM Wilson as our construction manager. The board was in agreement that this partnership was a complete success.

**NO PUBLIC COMMENT**

Meeting was adjourned at 7:00 p.m.

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Helen Gubser, Secretary

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Judy Pruitt, Assistant Secretary