

**JERSEYVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
TUESDAY, AUGUST 20, 2024, 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 6:31 p.m. Others present: Marcia Adams, Matt Derrick, Helen Gubser, Michelle Hopper, Steve LeBlanc, Judy Pruitt, Kevin Weber, and Laura Woodring. Jerry Schleper was absent.

**NO PUBLIC COMMENT**

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

**On motion by** L. Woodring, 2<sup>nd</sup> **by** S. LeBlanc, the consent agenda, including minutes of the July 16 meeting and the treasurer’s report for July, was approved. Motion carried unanimously.

**TREASURER’S REPORT  
FOR JULY 2024**

**BUDGET ACCOUNT**

\$333,958.55 Balance June 30, 2024  
    3,598.81 Corporate Replacement Tax  
    12,380.45 Per Capita Grant  
    1,567.84 Interest  
    1,146.00 Non-Resident Fees  
    1,155.00 Non-Resident Fees-Epay  
    373.41 Fines  
    51.35 Fines-Epay  
    383.80 Copies  
    36.30 Copies-Epay  
    40.00 Meeting Room Fees  
    35.92 Lost items  
    101.50 Fax  
    5.00 Gifts & Memorials  
    6.00 Book/Magazine Sales-Epay  
    12.40 Miscellaneous  
354,852.33 Balance + MTD Income  
39,525.89 Less Expenses  
\* 315,326.44 Balance July 31, 2024

\*202,862.05 Checking Account  
    140.00 Cash on Hand  
    32,819.06 Illinois Funds-Epay  
    79,505.33 Illinois Funds-Working Cash

**GIFTS AND MEMORIALS**

\$ 10,616.60 Checking  
    553.70 Illinois Funds

**SPECIAL RESERVE**

\$119,188.42 Checking  
    560.10 Illinois Funds

**Building and Grounds/Expansion Project Committee**

Caleb Goode, SM Wilson Project Superintendent, gave a construction update, informing the board that the rebar mesh is completed. Concrete pour will begin at 7am Wed, 8/22. Working on tie-in for water meter. Pearl St. may be partially shut down for a period of time. The next big step will be structural steel, beginning 8/28. Jeff Soers inspected on 8/20, no issues. Color samples for exterior finishes have been finalized. Stone order is about 2 months out.

S. LeBlanc reported regarding conversations with the city about cost sharing for additional site work. The City of Jerseyville agreed to cover half of the Heneghan and Stutz overages. The library will pay for gutters and curbs; the City will cover striping and ADA compliance.

Buildings and Grounds chair confirmed with Caleb that we have approved asphalt for the parking lot rather than concrete.

Caleb informed the board that guttering is needed on front of existing Carnegie building before tuck-pointing repair can be done.

To date, there have been four change orders, increasing the total cost of the project from \$3,833,151 to \$3,900,773.18.

The library’s water heater failed and had to be replaced.

Director Pruitt met with state grant manager Mark Shaffer regarding state requirements for reporting apprenticeship hours on our expansion project. She is coordinating with SM Wilson to develop a system for tracking and reporting those hours.

**Materials, Bylaws and Policy Committee**

No report.

**Finance Committee**

Librarian J. Pruitt presented the August check registers.

Check #	Date	Payee	Cash Account	Amount
1041	8/20/24	S.M. Wilson & Co.	1100	53,566.88
Total				53,566.88
Check #	Date	Payee	Cash Account	Amount
13432	8/13/24	VISA	1000	3,635.90
13432a	8/13/24	VOID	1000	
13432b	8/13/24	VOID	1000	
13432c	8/13/24	VOID	1000	
13432d	8/13/24	VOID	1000	
13433	8/20/24	Baker & Taylor	1000	2,956.32
13434	8/20/24	Cavendish Square Publishing	1000	186.03
13435	8/20/24	City of Jerseyville	1000	3,855.12
13436	8/20/24	City of Jerseyville-IMRF/FICA	1000	3,482.09
13437	8/20/24	Demco	1000	491.40
13438	8/20/24	Diamond Lake Book Co.	1000	133.02
13439	8/20/24	Amy Down	1000	200.00
13440	8/20/24	Grafton Technologies, Inc	1000	194.24
13441	8/20/24	Illinois Power Marketing dba	1000	4,813.15
13442	8/20/24	IHLS-OCLC	1000	1,150.37
13443	8/20/24	Illinois American Water	1000	130.81

13444	8/20/24	Illinois Heartland Library System	1000	13,685.56
13445	8/20/24	Rusty Ingram	1000	230.00
13446	8/20/24	Kanopy, Inc.	1000	12.00
13447	8/20/24	Lazerware Inc.	1000	898.74
13448	8/20/24	Library Ideas LLC	1000	7.00
13449	8/20/24	Chris Maness	1000	400.00
13450	8/20/24	Midwest Tape LLC	1000	1,803.98
13451	8/20/24	Nevlin Plumbing & Electric, Inc.	1000	1,245.00
13452	8/20/24	Payroll	1000	34,689.67
13453	8/20/24	Elizabeth Smilack	1000	25.00
13454	8/20/24	Smith's Pest Control	1000	45.00
13455	8/20/24	Watts Copy Systems, Inc.	1000	236.77
13441V	8/20/24	Illinois Power Marketing dba	1000	-4,813.15
13456	8/20/24	Illinois Power Marketing dba	1000	2,943.69
13457	8/20/24	Elite Event Services	1000	625.00
<b>Total</b>				<b>73,262.71</b>

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

Going forward, will need to begin tapping into grant from City to pay monthly charges to SM Wilson.

On motion by M. Hopper, 2<sup>nd</sup> by K. Weber, the board approves to convert the library’s Gifts & Memorials account at Carrollton Bank to a Premium Money Market account. Motion carried unanimously.

On motion by H. Gubser, 2<sup>nd</sup> by M. Derrick, the board approves removing Kent Hake as a signer on the library’s Gifts & Memorials account at Carrollton Bank and adding Board President Josh Hileman. Motion carried unanimously.

**Technology Committee**

No report.

**Librarian Report**

Librarian Pruitt reported on statistics, employee news, programming, and upcoming events.

**Friends of the Library**

The Friends of the Library are organizing a fundraiser Color Run at Wock Lake on Saturday, October 12.

**CORRESPONDENCE**

None.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**BUSINESS FOR DISCUSSION ONLY**

The library’s Neighborhood Block Party is 4:30-6:30pm Thursday, September 26. Need volunteers.

**NO PUBLIC COMMENT**

Meeting was adjourned at 7:17 p.m.

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Helen Gubser, Secretary

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Judy Pruitt, Assistant Secretary