

**JERSEYVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
TUESDAY, FEBRUARY 18, 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: Matt Derrick, Helen Gubser, Michelle Hopper, Steve LeBlanc, Judy Pruitt, Kevin Weber, and Laura Woodring. Caleb Goode was also present. Jerry Schleper and Marcia Adams were absent.

Caleb and Lillie took all present on a walk-through of the expansion project and explained the current status of the project, improvements in the existing areas of the library, and a tentative completion timeline. They presented the shingle and metal samples for the new roof for the 1987 addition, and the board approved of the colors.

NO PUBLIC COMMENT

On motion by L. Woodring, 2nd by M. Derrick, the agenda was approved. Motion carried unanimously.

On motion by M. Hopper, 2nd by L. Woodring, the consent agenda, including minutes of the January 21 board meeting, the February 4 Materials, Bylaws, and Policy committee meeting, and the treasurer's report for January, was approved. Motion carried unanimously.

**TREASURER'S REPORT
FOR JANUARY 2025**

BUDGET ACCOUNT

\$635,471.62 Balance December 31, 2024

2,279.02 Corporate Replacement Tax

2,315.18 Interest

2,522.00 Non-Resident Fees

776.00 Non-Resident Fees-Epay

413.72 Fines

67.10 Fines-Epay

342.55 Copies

130.35 Copies-Epay

243.83 Lost items

109.50 Fax

22.50 Fax-Epay

1.70 Gifts & Memorials

50.00 Storywalk Sponsorship
5.55 Books/Magazine Sales-Epay
120.89 Miscellaneous
644,871.51 Balance + MTD Income
47,897.42 Less Expenses
\$596,974.09 Balance January 31, 2025*

*\$478,032.99 Checking Account
140.00 Cash on Hand
37,298.58 Illinois Funds-Epay
81,502.52 Illinois Funds-Working Cash

GIFTS AND MEMORIALS

\$ 37,205.35 Checking
567.57 Illinois Funds

SPECIAL RESERVE

\$6,184.60 Checking
574.09 Illinois Funds

Building and Grounds/Expansion Project Committee

C. Goode reported that the switch gear was delivered and will be installed. The library will be closed the week of March 3 – 7. J. Pruitt commented on items to be addressed during the shutdown week.

Materials, Bylaws and Policy Committee

On motion by S. LeBlanc, 2nd by K. Weber, the board voted to approve the committee's proposed revision of the Equalization Adjustment Policy. Motion carried unanimously.

On motion by S. LeBlanc, 2nd by M. Hopper, the board voted to approve the committee's proposed Service Animals Policy. Motion carried unanimously.

On motion by S. LeBlanc, 2nd by M. Hopper, the board voted to approve the committee's proposed Disposal of Surplus Library Property Policy. Motion carried unanimously.

On motion by K. Weber, 2nd by M. Derrick, the board voted to approve the committee's proposed miscellaneous policy updates and corrections. Motion carried unanimously.

Finance Committee

Librarian J. Pruitt presented the January check registers.

Check #	Date	Payee	Cash Account	Amount
1053	2/18/25	Farnsworth Group, Inc.	1100	3,780.00
1054	2/18/25	Quality Testing & Engineering	1100	4,078.31
1055	2/18/25	S.M. Wilson & Co.	1100	301,138.27
Total				308,996.58
Check #	Date	Payee	Cash Account	Amount
13577	2/18/25	Baker & Taylor	1000	2,793.00
13578	2/18/25	Cavendish Square Publishing	1000	186.03
13579	2/18/25	City of Jerseyville	1000	3,761.04
13580	2/18/25	City of Jerseyville-Storage Rental	1000	93.00
13581	2/18/25	City of Jerseyville-IMRF/FICA	1000	2,339.73
13582	2/18/25	Demco	1000	106.94
13583	2/18/25	Grafton Technologies, Inc	1000	193.77
13584	2/18/25	Illinois Power Marketing dba	1000	2,061.49
13585	2/18/25	Illinois American Water	1000	300.01
13586	2/18/25	Rusty Ingram	1000	20.00
13587	2/18/25	Jen Mechanical	1000	2,710.00
13588	2/18/25	Lazerware Inc.	1000	898.74
13589	2/18/25	Chris Maness	1000	400.00
13590	2/18/25	Midwest Tape LLC	1000	1,464.81
13591	2/18/25	Payroll	1000	22,319.28
13592	2/18/25	Elizabeth Smilack	1000	25.00
13593	2/18/25	Smith's Pest Control	1000	45.00
13594	2/18/25	VISA	1000	847.27
13594a	2/18/25	VOID	1000	
13595	2/18/25	Watts Copy Systems, Inc.	1000	183.40
Total				40,748.51

On motion by M. Hopper, 2nd by L. Woodring, the check registers were approved. Motion carried unanimously.

Technology Committee

M. Derrick reported that we will delay switching IT providers until after the opening of the new space. He also reported on the need to think through what interior security camera coverage we will need going forward.

Librarian Report

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

Friends of the Library

They are planning a Disney Trivia fundraiser for February 22, 2025, at the KC Hall to raise funds for the Children's Area and Discovery Zone.

CORRESPONDENCE

None.

OLD BUSINESS

None.

NEW BUSINESS

None.

BUSINESS FOR DISCUSSION ONLY

NO PUBLIC COMMENT

Meeting was adjourned at 7:30 p.m.

Helen Gubser, Secretary

Judy Pruitt, Assistant Secretary