

**JERSEYVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
TUESDAY, FEBRUARY 23, 2021 AT 6:30 p.m.
Meeting room at 105 North Liberty Street or
Join via Google Hangout Meet**

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: Matt Derrick, Helen Gubser, Steve LeBlanc and Anita Driver. Present remotely: Marcia Adams, Juan Lingow and Jerry Schleper.

Public comment: Dr. David Harmon was present to discuss the property issues brought forth by the expansion. He had drawings from Henneghan and Associates, Brandon Egelhoff. Both the Harmons and the Library Board are satisfied with a trade of properties. Dr. Harmon will let City Attorney Bill Strang to proceed with our contracts.

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

On motion by M. Adams, 2nd by S. LeBlanc, the consent agenda, including minutes of the January 19, 2021 meeting and the following Treasurer's Report for January 2021, was approved. Motion carried unanimously.

BUDGET ACCOUNT

\$338,578.19 Reported balance December 31, 2020

2,231.88 Corporate replacement tax
16.25 Interest
495.33 Non-resident fees
465.00 Non-resident fees—E-pay
410.69 Fines
33.80 Fines—E-pay
424.60 Copies
18.30 Copies—E-pay
18.30 Scans to email
148.77 Lost items
200.00 FAX
25.00 FAX—E-pay
18.50 Gifts & memorials
100.00 Storywalk sponsorship
6.45 Book/Magazine Sales—E-pay
28.95 Miscellaneous

343,219.06 Total balance and MTD income

59,788.76 Less expenses for January 2021
\$283,430.30 Balance January 31, 2021*

*\$191,938.16 Checking
140.00 On hand
17,317.79 Illinois Funds—E-pay
74,034.35 Illinois Funds—Working Cash

GIFTS & MEMORIALS

\$113,178.59 Illinois Funds
15,377.44 Checking

SPECIAL RESERVE

\$444,459.37 Illinois Funds

12,664.97 Special Reserve Checking

The following check register was presented by Director Driver:

Check #	Date	Payee	Cash Account	Amount
12284	2/9/21	Benedictine Society of St. Bede	1000	100.00
12285	2/17/21	Baker & Taylor	1000	1,006.86
12286	2/17/21	Card Services VISA	1000	1,204.93
12286a	2/17/21	VOID	1000	
12286b	2/17/21	VOID	1000	
12287	2/17/21	Cavendish Square Publishing	1000	177.93
12288	2/17/21	Cengage Learning Inc / Gale	1000	156.43
12289	2/17/21	City of Jerseyville	1000	6,836.56
12290	2/17/21	Demco	1000	51.89
12291	2/17/21	Diamond Lake Book Co.	1000	539.62
12292	2/17/21	Gardner Media LLC	1000	101.64
12293	2/17/21	Grafton Technologies, Inc	1000	193.52
12294	2/17/21	Illinois American Water	1000	105.32
12295	2/17/21	Lazerware Inc.	1000	1,143.24
12296	2/17/21	Liberty Office Products	1000	194.00
12297	2/17/21	Loellke Plumbing, Inc.	1000	192.00
12298	2/17/21	Midwest Tape	1000	1,056.97
12299	2/17/21	Payroll	1000	19,503.21
12300	2/17/21	Robert (Bob) Sanders Waste Systems, Inc	1000	70.88
12301	2/17/21	Elizabeth Smilack	1000	25.00
12302	2/17/21	Smith's Pest Control	1000	45.00
12303	2/17/21	Watts Copy Systems, Inc.	1000	207.30
12304	2/23/21	Illinois Power Marketing dba	1000	1,354.20
12305	2/23/21	Nevlin Plumbing & Electric, Inc.	1000	220.00
12306	2/23/21	Twin L Clean	1000	500.00
Total				34,986.50

On motion by S. LeBlanc, 2nd by J. Lingow, the bills were approved. Motion carried unanimously.

Staff reports were presented with additions by A. Driver. Here are the monthly statistics: 2,476 visits; 4,260 circulation; 1,602 holds place; 1,069 holds satisfied; 257 items added to the database; 66,337 items in our collection; 280 items checked out on Hoopla.

COMMITTEES:

Materials, Bylaws and Policy: No report

Building and Grounds:

- **On motion by M. Derrick, 2nd by J. Lingow, the AED being donated by the Jersey County Hospital Ambulance Association will be accepted. Motion carried unanimously.**
- S. LeBlanc updated the Board on the status of the expansion project.

Finance: No report

Technology: There was discussion about replacing 3 mini (NUK) computers and 3 laptop computers.

Friends of the Library:

- Terry Wood submitted her report for EBay sales in 2020 totaling \$2,203.

- The Friends have suspended accepting donations effective March 6 except for children's and teen materials. Their shed is full.

Under old business, library employee Sara Brown presented insurance for cleaning. She will begin cleaning after A. Driver gives our current cleaning company a 2 week notice.

Under new business, there was a brief discussion about restoring hours and services. A. Driver check with Jersey County Health Department and report back in March.

Anita reported on the Per Capita Grant which is due to the State Library by midnight on the 15th. She reports that with the *Standards for Public Library 4.0* we will have work to do with policies and procedures.

No business for discussion only.

No public comment.

On motion by S. Leblanc, 2nd by M. Adams, the meeting was adjourned at 7:32 p.m.

Helen Gubser, Secretary

Anita Driver, Assistant Secretary