

**JERSEYVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
Wednesday, February 9, 2022 at 4:30 p.m.  
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: Helen Gubser, Steve LeBlanc, Laura Woodring, Matt Derrick, Marcia Adams, Michelle Hopper, Jerry Schleper and Anita Driver. Juan Lingow reported he would be absent.

**NO PUBLIC COMMENT**

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

**On motion by M. Hopper, 2<sup>nd</sup>** by L. Woodring, the consent agenda including minutes of the Materials, Bylaws and Policy Committee on January 18, 2022; minutes of the January 18, 2022 Board meeting and the Special Board meeting on January 27, 2022 was approved. Motion carried unanimously.

The following Treasurer's Report was presented by A. Driver:

**BUDGET ACCOUNT**

\$356,410.00 Reported balance December 31, 2021

16.46 Interest

800.00 Non-resident fees

480.00 Non-resident fees—Epay

282.32 Fines

8.20 Fines—Epay

415.88 Copies

39.30 Copies—Epay

68.00 Scans to email

62.00 Meeting room fees

129.00 FAX

5.95 Gifts & memorials

1.65 Gifts & memorials

50.00 Storywalk sponsorship

18.85 Book/magazine sales—Epay

8.00 Miscellaneous

2.71 Miscellaneous—Epay

358,798.32 Total balance and MTD income

51,842.68 Less expenses for January 2022

\$306,955.64 Balance January 31, 2022\*

\*\$226,621.94 Checking account at Royal Bank

140.00 Cash on hand

7,681.96 Illinois Funds—Epay

72,511.74 Illinois Funds—Working Cash

**GIFTS & MEMORIALS**

\$479.40 Checking Jerseyville Banking Center

501.69 Illinois Funds

**SPECIAL RESERVE**

\$504,031.51 Checking Jersey State Bank

507.63 Illinois Funds

**On motion by J. Schleper, 2<sup>nd</sup> by L. Woodring**, the report was approved. Motion carried unanimously.

Anita presented the following check register:

<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Cash Account</b>	<b>Amount</b>
12623	2/9/22	Baker & Taylor	1000	254.32
12624	2/9/22	Card Services VISA	1000	1,064.70
12624a	2/9/22	VOID	1000	
12624b	2/9/22	VOID	1000	
12625	2/9/22	Cengage Learning Inc / Gale	1000	150.58
12626	2/9/22	City Directory, Inc.	1000	295.50
12627	2/9/22	City of Jerseyville	1000	4,162.08
12628	2/9/22	Demco	1000	136.48
12629	2/9/22	Diamond Lake Book Co.	1000	420.30
12630	2/9/22	Gardner Media LLC	1000	398.47
12631	2/9/22	Grafton Technologies, Inc	1000	196.03
12632	2/9/22	Illinois American Water	1000	119.27
12633	2/9/22	Jersey County Business Association	1000	200.00
12634	2/9/22	Kanopy, Inc.	1000	29.00
12635	2/9/22	Lazerware Inc.	1000	1,382.79
12636	2/9/22	Liberty Office Products	1000	200.00
12637	2/9/22	Library Ideas LLC	1000	1,590.00
12638	2/9/22	Midwest Tape	1000	1,287.21
12639	2/9/22	Nevlin Plumbing & Electric, Inc.	1000	965.00
12640	2/9/22	Payroll	1000	17,718.06
12641	2/9/22	RAILS	1000	142.35
12642	2/9/22	Scheffel Boyle	1000	3,270.00
12643	2/9/22	Elizabeth Smilack	1000	25.00
12644	2/9/22	Smith's Pest Control	1000	45.00
12645	2/9/22	Southwestern High School	1000	15.00
12646	2/9/22	West Sangamon Public Library	1000	13.00
<b>Total</b>				<b>34,080.14</b>

**On motion by M. Adams, 2<sup>nd</sup> J. Schleper**, these bills as well as any usual and customary bills will be paid. Motion carried unanimously.

Librarian and staff reports will be send out by email.

## **MATERIALS, BYLAWS AND POLICY COMMITTEE**

H. Gubser, chair of the Materials, Bylaws and Policy Committee presented policy additions/edits, which were read and discussed at the January 2022 meeting, for vote.

**On motion by M. Hopper, 2<sup>nd</sup> by M. Adams**, the new social media policy was approved. Motion carried unanimously.

**On motion by M. Derrick, 2<sup>nd</sup> by L. Woodring**, the Library will close early on Thanksgiving eve. Motion carried unanimously.

**On motion by** L. Woodring, 2<sup>nd</sup> by M. Adams, the Covid-19 policy was revised. Motion carried unanimously.

**BUILDING AND GROUNDS**

**ON MOTION BY** S. LeBlanc, 2<sup>nd</sup> by M. Hopper, none of the bids received from contractors for the expansion project will be approved due to budget constraints. Motion carried unanimously.

**FINANCE COMMITTEE**

No report

**SEARCH COMMITTEE**

The Search Committee made their first report as they are setting up their procedure. A. Driver will forward the City policy on residence to the Committee.

**TECHNOLOGY COMMITTEE**

No report

**FRIENDS OF THE LIBRARY**

No report

Correspondence was read from Jersey Community Hospital and a thank you from Wanda Ridenbark.

**No OLD BUSINESS**

**NEW BUSINESS**

Our mask requirement will continue to follow that directed by the Governor with an expected drop of the mask mandate on February 28, 2022.

**No BUSINESS FOR DISCUSSION ONLY**

**No PUBLIC COMMENT**

---

Helen Gubser, Secretary

---

Anita Driver, Assistant Secretary