

**JERSEYVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES
TUESDAY, JUNE 21, 2022 AT 6:30 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: Marcia Adams, Matt Derrick, Helen Gubser, Michelle Hopper, Steve LeBlanc, Jerry Schleper, Anita Driver, and Judy Pruitt. Juan Lingow and Laura Woodring reported they would be absent.

NO PUBLIC COMMENT

President Hileman introduced incoming director, Judy Pruitt.

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

On motion by M. Hopper, 2nd by M. Derrick, the consent agenda including minutes of the May 24, 2022 annual meeting was approved. Motion carried unanimously.

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

BUDGET ACCOUNT

\$198,131.26 Reported Balance April 30, 2022

7,688.91 Corporate Replacement Tax

59.86 Interest

480.00 Non-Resident Fees

296.54 Fines

54.10 Fines-Epay

381.90 Copies

20.90 Copies-Epay

14.00 Scans to Email

49.99 Lost Items

97.50 Fax

5.00 Fax-Epay

50.00 Storywalk Sponsorship

52.45 Book/Magazine Sales-Epay

7.00 Miscellaneous

207,389.41 Balance + MTD Income

33,248.07 Less Expenses

\$174,141.34 Balance May 31, 2022*

*\$92,039.19 Checking Account

140.00 Cash on Hand

9,349.27 Illinois Funds-Epay

72,612.88 Illinois Funds-Working Cash

GIFTS AND MEMORIALS

\$ 485.03 Checking

502.42 Illinois Funds

SPECIAL RESERVE

\$373,716.39

508.37

On motion by L. Woodring, 2nd by M. Adams, the report was accepted. Motion carried unanimously.

The following check register was presented by A. Driver:

Check #	Date	Payee	Cash Account	Amount
12739	6/21/22	VISA	1000	2,126.05
12739a	6/21/22	VOID	1000	
12739b	6/21/22	VOID	1000	
12739c	6/21/22	VOID	1000	
12739d	6/21/22	VOID	1000	
12740	6/21/22	AT&T Mobility	1000	2,016.00
12741	6/21/22	A Zoo For You	1000	387.50
12742	6/21/22	Baker & Taylor	1000	386.71
12743	6/21/22	Brockman Co.	1000	129.07
12744	6/21/22	Cavendish Square Publishing	1000	183.33
12745	6/21/22	Cengage Learning Inc / Gale	1000	417.38
12746	6/21/22	Church's Lawn Care	1000	198.00
12747	6/21/22	City of Jerseyville	1000	4,201.56
12748	6/21/22	Demco	1000	174.95
12749	6/21/22	EBSCO Information Services	1000	3,146.95
12750	6/21/22	Grafton Technologies, Inc	1000	195.21
12751	6/21/22	Illinois Power Marketing dba	1000	658.30
12752	6/21/22	Illinois American Water	1000	119.40
12753	6/21/22	Kanopy, Inc.	1000	19.00
12754	6/21/22	Lazerware Inc.	1000	824.82
12755	6/21/22	Chris Maness	1000	500.00
12756	6/21/22	Midwest Tape	1000	1,191.16
12757	6/21/22	Pass Security	1000	318.00
12758	6/21/22	Payroll	1000	20,179.97
12759	6/21/22	Petty Cash	1000	96.00
12760	6/21/22	ProQuest LLC	1000	974.79
12761	6/21/22	Judy Pruitt	1000	1,522.82
12762	6/21/22	RAILS	1000	1,517.33
12763	6/21/22	River County News	1000	151.20
12764	6/21/22	Robert (Bob) Sanders Waste Systems, Inc	1000	76.89
12765	6/21/22	Schindler Elevator Corporation	1000	1,061.10
12766	6/21/22	Elizabeth Smilack	1000	25.00
12767	6/21/22	Smith's Pest Control	1000	45.00

12768	6/21/22	Thomas Reuters - West	1000	108.00
12769	6/21/22	Traube	1000	1,200.00
12770	6/21/22	Tricounty FS, Inc.	1000	70.16
12771	6/21/22	Watts Copy Systems, Inc.	1000	341.26
Total				44,562.91

On motion by S. LeBlanc, 2nd by J. Schleper, the bills will be paid. Motion carried unanimously.

Librarian Driver reported on May statistics and programming, including Summer Reading.

Materials, Bylaws and Policy Committee

The lending agreement procedure for hotspots, laptops, iPads, external DVD drives, and Chromebooks was discussed. This will be procedure rather than policy.

Director Driver reported on the new state law for Illinois juvenile cards.

Building and Grounds/Expansion Project Committee

S. LeBlanc reported on the status of the fallen tree damage to the library's roof.

The expansion project was discussed. The deadline for accepting the state grant is June 30 because other libraries are in line to receive the funds. Our contact at the state library has advised us to sign the agreement—either party can terminate the agreement with a 30-day notice, so we can drop out at a later date if the expansion project becomes unworkable. The scope of the project as per the grant application is to “remodel and add on,” so unless we drastically change the project, we remain within grant guidelines.

The contract with the state for the expansion grant was signed by President Josh Hileman.

Finance Committee

M. Hopper presented the proposed 2022-2023 salary schedule which had been recommended by the Finance Committee.

On motion by M. Hopper, 2nd by S. LeBlanc, the proposed schedule was approved. Motion carried unanimously.

The appropriation request will be sent to the City of Jerseyville.

Technology Committee

The lending agreement procedure for hotspots, laptops, iPads, external DVD drives, and Chromebooks was discussed. This will be procedure rather than policy.

NEW BUSINESS

Incoming Director Pruitt announced the ARSL Conference in Chattanooga, TN, September 14 – 17, 2022, at a cost of approximately \$2,000.

Director Driver and Incoming Director Pruitt reported that the JPL 2021-2022 Illinois Public Library Annual Report was almost ready to be submitted to the ISL.

The non-resident fee for fiscal year 2022-23 will be \$178, which represents the average amount paid by each Jerseyville household residence (rounded to the nearest dollar).

On motion by M. Hopper, 2nd by J. Schleper, the 2022-23 non-resident fee amount was approved. Motion carried unanimously.

NO PUBLIC COMMENT

Meeting was adjourned at 8:01 p.m.

Helen Gubser, Secretary

Judy Pruitt, Assistant Secretary