

**JERSEYVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, June 23, 2020 at 6:30 p.m.
Virtual meeting via Google Hangout Meet or
in person at 105 North Liberty Street**

MINUTES

Vice-President Josh Hileman called to order a regular meeting of the Jerseyville Public Library Board of Trustees at 6:30 p.m. Others present in the building: Helen Gubser, Laura Woodring, Marcia Adams, Michelle Lyons, and Anita Driver. Remotely: Steve LeBlanc and Josh Hileman.

Jerry Schleper, Juan Lingow, and Ruth Ficker reported they would be absent.

No public comment

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

On motion by M. Adams, 2nd by M. Lyons, the consent agenda including minutes of the May 26, 2020 and June 1, 2020 meetings and the following treasurer’s report was approved. Motion carried unanimously.

BUDGET ACCOUNT

\$116,620.43 Reported balance April 30, 2020
 1,539.26 Corporate replacement tax
 48.58 Interest
 155.00 Non-resident fee
 5.00 Fines—E-pay
 3.07 Copies
 1.50 Scans to email
 18.50 FAX
 1.93 Gift
 7.47 Miscellaneous income
 118,400.74 Total balance and MTD income
 30,881.57 Less expenses for May 2020
 \$ 87,519.17 Balance May 31, 2020*

*\$73,469.17 Checking
 140.00 On hand
 11,889.11 Illinois Funds—E-pay
 2,020.89 Illinois Funds—Working Cash

GIFTS & MEMORIALS

\$32,513.01 Checking
 38,029.16 Illinois Funds

SPECIAL RESERVE

\$401,486.24 Illinois Funds
 27,720.14 Checking

The following check register was presented by A. Driver:

Check #	Date	Payee	Cash Account	Amount
12059	6/23/20	Baker & Taylor	1000	405.73
12060	6/23/20	Campbell Publications	1000	237.66
12061	6/23/20	Cengage Learning Inc / Gale	1000	197.52

12062	6/23/20	Central Technology, Inc	1000	215.64
12063	6/23/20	Church's Lawn Care	1000	305.00
12064	6/23/20	City of Jerseyville	1000	3,452.34
12065	6/23/20	EBSCO Information Services	1000	1,066.50
12066	6/23/20	Grafton Technologies, Inc	1000	189.49
12067	6/23/20	Grey House Publishing	1000	134.10
12068	6/23/20	Jersey Community High School	1000	130.00
12069	6/23/20	Jerseyville Water Department	1000	48.00
12070	6/23/20	Julie's Graphics	1000	43.50
12071	6/23/20	Library Ideas LLC	1000	19.50
12072	6/23/20	Midwest Tape	1000	1,825.20
12073	6/23/20	Pass Security	1000	306.00
12074	6/23/20	Payroll	1000	17,947.35
12075	6/23/20	R.P. Lumber Company, Inc.	1000	45.75
12076	6/23/20	Rex Encore Media	1000	86.76
12077	6/23/20	Robert (Bob) Sanders Waste Systems, Inc	1000	67.50
12078	6/23/20	Schindler Elevator Corporation	1000	941.70
12079	6/23/20	Smith's Pest Control	1000	45.00
12080	6/23/20	Thomas Reuters - West	1000	100.00
12081	6/23/20	Tricounty FS, Inc.	1000	404.45
12082	6/23/20	Watts Copy Systems, Inc.	1000	186.63
12083	6/23/20	Card Services VISA	1000	2,484.31
12083a	6/23/20	VOID	1000	
12083b	6/23/20	VOID	1000	
12083c	6/23/20	VOID	1000	
12084	6/24/20	Whitworth-Horn-Goetten	1000	705.00
Total				31,590.63

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

Librarian's report:

- Anita reported that Phase 3 Covid-19 operations are going smoothly.
- There is good participation in all 3 summer reading clubs even though there are no programs in the building. Laurie and Anita are handing out crafts curbside and Brandi made Instagram and YouTube posts for the teens.

Committees:

- Materials, Bylaws and Policy -- no report
- Building and Grounds -- no report
- Finance
 1. Anita reminded the Board that minimum wage goes to \$10.00 per hour effective July 1, 2020. The Board instructed Anita to begin on Monday, June 29, 2020 since that is the first day of a new pay period.
- Technology
 1. Lazerware gave the Library Kensington keyboards that are water resistant. They instructed us that we could mist with aerosol Lysol to kill germs.
- Friends of the Library
 1. Anita presented the Friends annual report from Treasurer Chris Maness. Their balance as of April 30, 2020 was \$25,194.41.
 2. They have their first book sale on June 26 and 27.

Correspondence:

- Anita presented information from the *Municipal Minute* Newsletter about Governor Pritzker declaring Election Day, November 3, 2020 a holiday. She will keep us posted as to whether or not we are expected to close the library.

- A letter from the Illinois Department of Security was received stating that the request for unemployment from an employee who quit in May 2020 was denied.

On motion by M. Lyons, 2nd by M. Adams, the non-resident fee for 2020-21 will be \$155.00. Motion carried unanimously.

On motion by L. Woodring, 2nd by M. Adams, the Illinois State Library annual report for 2019/20 we presented and approved. It will be submitted electronically before the deadline of June 30, 2020 at midnight. Motion carried unanimously.

The following slate of officers was presented by L. Woodring, chair of the Nominating Committee:

President	Josh Hileman
Vice-President	Jerry Schelper
Secretary	Helen Gubser
Treasurer	Michelle Lyons

On motion by M. Adams, 2nd by L. Woodring, the nominative slate will become the elective slate. Motion carried unanimously.

No public comment

On motion by M. Lyons, 2nd by L. Woodring, the meeting was adjourned at 7:15 p.m. Motion carried unanimously.

Secretary

Assistant Secretary