

**JERSEYVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES ANNUAL MEETING  
TUESDAY, MAY 27, 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: Marcia Adams, Matt Derrick, Helen Gubser, Michelle Hopper, Steve LeBlanc, Judy Pruitt, Jerry Schleper, Kevin Weber, and Laura Woodring. Lillie Knesel was also present.

**PUBLIC COMMENT**

Becky Hein presented her request to be considered for the Marketing and Communications Specialist position vacated by Beth Smilack.

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

**On motion by** M. Adams, 2<sup>nd</sup> by J. Schleper, the consent agenda, including minutes of the April 15 board meeting and the May 12 Finance Committee meeting and the treasurer's report for April, was approved. Motion carried unanimously.

**TREASURER'S REPORT  
FOR APRIL 2025**

**BUDGET ACCOUNT**

\$499,153.24 Balance March 31, 2025

46,865.84 Real Estate Taxes

891.09 Corporate Replacement Tax

3,000.00 Other Grants

1,406.65 Interest

2,045.18 Non-Resident Fees

1,552.00 Non-Resident Fees-Epay

561.69 Fines

93.20 Fines-Epay

340.90 Copies

148.60 Copies-Epay

98.92 Lost items

58.18 Lost items-Epay

111.20 Fax

5.00 Fax-Epay

32.00 Coffee House  
 11.55 Gifts & Memorials  
 550.00 Gifts & Memorials-Epay  
 50.00 Storywalk Sponsorship  
 19.55 Book/Magazine Sales-Epay  
56.50 Miscellaneous  
557,051.29 Balance + MTD Income  
142,963.12 Less Expenses  
 \$414,088.17 Balance April 30, 2025\*

\*\$290,012.88 Checking Account  
 140.00 Cash on Hand  
 41,544.12 Illinois Funds-Epay  
 82,391.17 Illinois Funds-Working Cash

### **GIFTS AND MEMORIALS**

\$ 62,072.23 Checking  
 573.80 Illinois Funds

### **SPECIAL RESERVE**

\$250,848.63 Checking  
 580.32 Illinois Funds

### **Building and Grounds/Expansion Project Committee**

L. Knesel of SM Wilson provided a construction update, saying that a few details need to be taken care of, such as the installation of the guard for the roof ladder, the roof inspection, and a final clean by the masons.

J. Pruitt reported on the updates in the existing building and the furniture delivery and installation of some canopy tops for the shelving.

### **Materials, Bylaws and Policy Committee**

No report.

### **Finance Committee**

Librarian J. Pruitt presented the May check registers.

Check #	Date	Payee	Cash Account	Amount
13651	5/12/25	VISA	1000	5,531.09
13651a	5/12/25	VOID	1000	

13651b	5/12/25	VOID	1000	
13651c	5/12/25	VOID	1000	
13651d	5/12/25	VOID	1000	
13652	5/27/25	Baker & Taylor	1000	3,414.03
13652a	5/27/25	VOID	1000	
13653	5/27/25	Gary Banks	1000	115.00
13654	5/27/25	Breese Public Library	1000	10.00
13655	5/27/25	Brockman Co.	1000	67.72
13656	5/27/25	City of Jerseyville	1000	3,281.04
13657	5/27/25	City of Jerseyville- IMRF/FICA	1000	1,546.81
13658	5/27/25	Demco	1000	1,411.88
13659	5/27/25	Facilitec	1000	17,792.60
13660	5/27/25	Grafton Technologies, Inc	1000	244.35
13661	5/27/25	Illinois Power Marketing dba	1000	5,399.31
13662	5/27/25	Illinois American Water	1000	369.02
13663	5/27/25	Illinois American Water	1000	154.38
13664	5/27/25	Rusty Ingram	1000	400.00
13665	5/27/25	Julie's Graphics	1000	55.00
13666	5/27/25	Kelly Grizzle Construction	1000	950.00
13667	5/27/25	Lazerware Inc.	1000	897.59
13668	5/27/25	Liberty Office Products	1000	440.24
13669	5/27/25	Chris Maness	1000	450.00
13670	5/27/25	Midwest Tape LLC	1000	1,672.74
13671	5/27/25	Payroll	1000	9,929.64
13672	5/27/25	Peg's Flower Cottage	1000	100.00
13673	5/27/25	Petty Cash	1000	40.00
13674	5/27/25	River County News	1000	444.50
13675	5/27/25	Royal Banks of Missouri	1000	35.00
13676	5/27/25	Tumbleweed Press Inc.	1000	425.00
13677	5/27/25	Watts Copy Systems, Inc.	1000	225.30
<b>Total</b>				<b>55,402.24</b>
Check #	Date	Payee	Cash Account	Amount
1061	5/27/25	Heneghan and Associates, P.C.	1100	387.50
1062	5/27/25	S.M. Wilson & Co.	1100	457,972.31

<b>Total</b>				<b>458,359.81</b>
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**On motion by** M. Derrick, 2<sup>nd</sup> by L. Woodring, the check registers were approved. Motion carried unanimously.

The financial annual report was presented by J. Pruitt. On motion by M. Derrick, 2<sup>nd</sup> by M. Adams, the report will be sent to the City. Motion carried unanimously.

The FY2025-2026 salary schedule was presented by M. Hopper, including a new salary range for the 40-hour open position, which will be posted as an Assistant Director position. On motion by S. LeBlanc, 2<sup>nd</sup> by K. Weber, the salary schedule was approved. Motion carried unanimously.

The appropriation request was presented by J. Pruitt and will be sent to the City.

### **Technology Committee**

New IT support provider, Nick Iaconetti of TecSrv, is working on the transition. Security monitoring is being planned.

### **Librarian Report**

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

### **Friends of the Library**

The Friends will hold a yard sale at the Municipal Parking Lot on May 30 and 31.

### **CORRESPONDENCE**

Thank you cards were prepared to thank the staff for their continued hard work during construction. Each trustee signed each note, and \$25 JCBA gift certificates were included.

### **OLD BUSINESS**

**None.**

### **NEW BUSINESS**

**The 2025-2026 board meeting dates were announced.**

### **BUSINESS FOR DISCUSSION ONLY**

**NO PUBLIC COMMENT**

Meeting was adjourned at 7:27 p.m.

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Helen Gubser, Secretary

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Judy Pruitt, Assistant Secretary