

**Jerseyville Public Library  
Board of Trustees meeting  
Tuesday, November 17, 2020 at 6:30 p.m.  
Meeting room at 105 North Liberty Street  
or via Google Hangout Meet**

**MINUTES**

President Josh Hileman called to order a regular meeting of the Jerseyville Public Library Board of Trustees. Others present: Juan Lingow, Helen Gubser, Helen Gubser, Laura Woodring, Marcia Adams, Matt Derrick, and Steve LeBlanc. Joining the meeting remotely were Michelle Lyons, Jerry Schleper, and Librarian Anita Driver.

**No Public Comment**

**On motion by J. Lingow, 2nd by L. Woodring, the agenda was approved. Motion carried unanimously.**

**On motion by M. Adams, 2nd by J. Schleper, the consent agenda including the following treasurer's report was approved. Motion carried unanimously.**

**BUDGET ACCOUNT**

\$209,006.07 Reported balance September 31, 2020  
229,673.48 Real Estate Taxes  
    1,498.17 Corporate replacement tax  
10,581.25 Per capita grant  
    10.27 Interest  
    155.00 Non-resident fee  
    155.00 Non-resident fee—Epay  
    172.28 Fine  
    60.84 Fine—Epay  
    173.15 Copy  
    19.50 Copy—Epay  
    11.00 Scan to email  
109.96 Lost  
    47.98 Lost—Epay  
    81.00 FAX  
555.85 Gifts & Memorials (Halloween-\$550)  
    50.00 Storywalk sponsorship  
    5.55 Book/magazine sales—Epay  
    38.00 Miscellaneous  
    2.32 Miscellaneous—Epay  
452,406.67 Total balance plus MTD income  
43,277.79 Less expenses for October 2020  
\$409,128.88 Balance October 30, 2020\*

\*\$392,054.74 Checking  
    140.00 On hand  
    14,911.25 IL Funds—Epay  
    2,022.89 IL Funds—Working Cash Fund

**GIFTS & MEMORIALS**

\$113,152.74 Illinois Funds  
    5,292.44 Checking

**SPECIAL RESERVE**

\$444,357.72 Illinois Funds  
    12,663.37 Checking

The check following register was presented by Librarian Driver.

Check #	Date	Payee	Cash Account	Amount
12200	11/16/20	Baker & Taylor	1000	311.62
12201	11/16/20	Belleville Public Library	1000	64.98
12202	11/16/20	BookPage	1000	354.00
12203	11/16/20	Campbell Publications	1000	171.50
12204	11/16/20	Card Services VISA	1000	1,496.05
12204a	11/16/20	VOID	1000	
12204b	11/16/20	VOID	1000	
12204c	11/16/20	VOID	1000	
12205	11/16/20	Cavendish Square Publishing	1000	355.86
12206	11/16/20	Cengage Learning Inc / Gale	1000	241.05
12207	11/16/20	City of Jerseyville	1000	3,721.56
12208	11/16/20	Demco	1000	150.43
12209	11/16/20	Diamond Lake Book Co.	1000	576.52
12210	11/16/20	Direct Energy Business	1000	3,040.09
12211	11/16/20	Farm & Home Publishers, LTD.	1000	187.00
12212	11/16/20	Gardner Media LLC	1000	305.80
12213	11/16/20	Grafton Technologies, Inc	1000	196.64
12214	11/16/20	Illinois American Water	1000	107.86

12215	11/16/20	The Illinois Funds	1000	72,000.00
12216	11/16/20	Lazerware Inc.	1000	1,093.45
12217	11/16/20	Midwest Tape	1000	836.20
12218	11/16/20	Payroll	1000	12,038.71
12219	11/16/20	R.P. Lumber Company, Inc.	1000	5.07
12220	11/16/20	Robert (Bob) Sanders Waste Systems, Inc	1000	70.88
12221	11/16/20	Today's AdVantage, LLC	1000	175.14
12222	11/16/20	Tricounty FS, Inc.	1000	61.39
12223	11/16/20	Twin L Clean	1000	625.00
12224	11/16/20	Watts Copy Systems, Inc.	1000	248.52
Total				98,435.32

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

**Librarian's report:**

- Staff is doing a great job of service during COVID restrictions. We have found ways to translate our programming and daily services.
- Beth Smilack and Anita attended IHLS Member Day remotely. Anita reported that she and Beth garnered some good information. One idea in particular was the internet as a utility.
- Anita is looking at another streaming video service that has A&E, the History Channel, and Great Courses as well as mainstream movies.
- Stats: 5,035 circulation; 1,276 holds placed; 1,226 holds satisfied; 330 items added to the database; and 3,481 visits.

**Committees:**

**Materials, Bylaws and Policy**

- The committee is still working on additions and revisions to the Library policy.
- **On motion by** M. Adams, 2nd by J. Lingow, the Social Media person will be awarded a stipend of \$25.00 per month, retroactive to May 1, 2020. Motion carried unanimously.

**Building and Grounds**

- A rough proposed plan to rectify the property situation for the addition to the south was presented and discussed. S. LeBlanc will be in contact with Farnsworth to continue moving forward.

**Finance**

- Funds will be transferred back to working cash, \$72,000.00 and M. Lyons will determine

the amount to transfer to Special Reserve, unspent from the FY 2019-20 budget.

**Technology**

- No report

**Friends of the Library**

- The Elf Shop for November and December. The Friends accumulate quality donations all year for this special sale.

**Correspondence:**

A Letter was read from the Illinois State Library saying that by Illinois law additional funds for the building project cannot be granted.

**New Business:**

- Due to the resurgence of COVID 19 we will be going back to Tier 3 mitigation. Anita is awaiting specific actions from Jersey County Health Department to be put in place November 20, 2020 at 12:01 am.
- **On motion by M. Derrick, 2nd by J. Schleper,** the staff will receive an equalization assessment of 1%. Motion carried unanimously.
- \$100 gift certificates will be given to Wanda Ridenbark and Terry Wood.

**No Public Comment**

**On motion by M. Derrick, 2nd by J. Schleper,** the meeting was adjourned at 7:30 p.m.

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Helen Gubser, Secretary

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Anita Driver, Assistant Secretary