

**JERSEYVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
TUESDAY, OCTOBER 17, 2023, AT 6:30 p.m.  
Meeting room at 105 North Liberty Street**

**MINUTES**

Board 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, Steve LeBlanc, Judy Pruitt, Jerry Schleper, Kevin Weber, and Laura Woodring. Michelle Hopper was absent.

**NO PUBLIC COMMENT**

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

**On motion by** M. Derrick, 2<sup>nd</sup> **by** S. LeBlanc, the consent agenda including the minutes of the September 19 meeting, the October 4 Finance Committee meeting, and the treasurer’s report for September 2023, was approved. Motion carried unanimously.

**TREASURER’S REPORT  
FOR SEPTEMBER 2023**

**BUDGET ACCOUNT**

\$586,887.79	Balance August 31, 2023
6,000.00	Other Grants
2,542.73	Interest
1,295.00	Non-Resident Fees
740.00	Non-Resident Fees-Epay
442.65	Fines
57.49	Fines-Epay
452.35	Copies
31.25	Copies-Epay
40.00	Meeting Room Fees-Epay
27.96	Lost items
205.25	Fax
15.50	Fax-Epay
9.00	Coffee House
10.25	Book/Magazine Sales-Epay
15.00	Miscellaneous
<u>.13</u>	Miscellaneous Income-Epay
598,772.35	Balance + MTD Income
<u>49,989.04</u>	Less Expenses
*548,783.31	Balance September 30, 2023
*448,488.28	Checking Account
140.00	Cash on Hand
24,172.97	Illinois Funds-Epay
75,982.06	Illinois Funds-Working Cash

**GIFTS AND MEMORIALS**

\$	510.03	Checking
	529.28	Illinois Funds

**SPECIAL RESERVE**

\$387,280.02	Checking
535.52	Illinois Funds

The following check register was presented by J. Pruitt:

Check #	Date	Payee	Cash Account	Amount
13182	10/17/23	Baker & Taylor	1000	7,612.85
13182a	10/17/23	VOID	1000	
13183	10/17/23	Brockman Co.	1000	33.92
13184	10/17/23	Cengage Learning Inc / Gale	1000	237.66
13185	10/17/23	City of Jerseyville	1000	3,230.78
13186	10/17/23	Demco	1000	321.12
13187	10/17/23	Elite Event Services	1000	485.00
13188	10/17/23	EnvisionWare, Inc.	1000	480.93
13189	10/17/23	Grafton Technologies, Inc	1000	193.61
13190	10/17/23	Illinois Power Marketing dba	1000	771.33
13191	10/17/23	Illinois American Water	1000	122.40
13192	10/17/23	Illinois Heartland Library System	1000	49.00
13193	10/17/23	Rusty Ingram	1000	482.00
13194	10/17/23	Jerseyville Public Library	1000	100,000.00
13195	10/17/23	Kanopy, Inc.	1000	26.00
13196	10/17/23	Kids Reference Company	1000	163.67
13197	10/17/23	Lazerware Inc.	1000	887.22
13198	10/17/23	Chris Maness	1000	400.00
13199	10/17/23	Midwest Tape LLC	1000	1,316.77
13200	10/17/23	Payroll	1000	21,591.36
13201	10/17/23	Judy Pruitt	1000	610.46
13202	10/17/23	River County News	1000	72.68
13203	10/17/23	Elizabeth Smilack	1000	25.00
13204	10/17/23	Smith's Pest Control	1000	45.00
13205	10/17/23	VISA	1000	2,559.30
13205a	10/17/23	VOID	1000	
13205b	10/17/23	VOID	1000	
13205c	10/17/23	VOID	1000	
13206	10/17/23	Watts Copy Systems, Inc.	1000	202.32
Total				141,920.38

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

Librarian Pruitt shared a long but informative report on statistics, professional development, programming, and upcoming events.

**Materials, Bylaws and Policy Committee**

No report.

**Building and Grounds/Expansion Project Committee**

On motion by S. LeBlanc, 2<sup>nd</sup> by M. Derrick, the JPL Addition Early Electrical Procurement Contract Award to J. F. Electric was approved with acceptable clarification by SM Wilson. Motion carried unanimously.

On motion by M. Adams, 2<sup>nd</sup> by L. Woodring, the assignment of the Construction Contract Award for JPL Addition Early Electrical Procurement to Construction Manager S. M. Wilson was approved. Motion carried unanimously.

On motion by K. Weber, 2<sup>nd</sup> by S. LeBlanc, the GMP Contract Amendment with Construction Manager S. M. Wilson for the JPL Addition Early Electrical Procurement was approved with acceptable clarification. Motion carried unanimously.

#### **Finance Committee**

On motion by J. Schleper, 2<sup>nd</sup> by S. Leblanc, the 2024-2025 budget and levy request were approved and will be submitted to the City of Jerseyville. Motion carried unanimously.

#### **Technology Committee**

Chair M. Derrick reported on progress searching for Windows 11 compatible equipment.

#### **Friends of the Library**

The book sale on October 12 – 14 raised \$1,255 for the library.

#### **CORRESPONDENCE**

The audit was completed by Scheffel Boyle. The auditors sent a letter indicating that the audit of JPL was successful.

#### **OLD BUSINESS**

None

#### **NEW BUSINESS**

None

#### **NO PUBLIC COMMENT**

Meeting was adjourned at 7:36 p.m.

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Helen Gubser, Secretary

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Judy Pruitt, Assistant Secretary