

**JERSEYVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
TUESDAY, OCTOBER 21, 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, Helen Gubser, Michelle Hopper, Steve LeBlanc, Melissa Poletti, Judy Pruitt, Kevin Weber, and Laura Woodring. Jerry Schleper was absent.

NO PUBLIC COMMENT

On motion by M. Hopper, 2nd by K. Weber, the agenda was approved. Motion carried unanimously.

On motion by L. Woodring, 2nd by S. LeBlanc, the consent agenda, including minutes of the September 16 board meeting and Finance Committee meeting and the treasurer's report for September, was approved. Motion carried unanimously.

**TREASURER'S REPORT
FOR SEPTEMBER 2025**

BUDGET ACCOUNT

\$699,174.51 Balance August 31, 2025
 422.19 Corporate Replacement Tax
12,297.08 Per Capita Grant
 1,400.00 Other Grants
2,310.91 Interest
 591.00 Non-Resident Fees
 837.25 Non-Resident Fees-Epay
 245.47 Fines
 208.93 Fines-Epay
 592.80 Copies
 519.10 Copies-Epay
 101.96 Lost items
 145.50 Fax
 950.00 Gifts & Memorials
 50.00 Storywalk Sponsorship
 23.50 Book/Magazine Sales-Epay

 3,001.15 Miscellaneous
722,871.35 Balance + MTD Income

80,988.78 Less Expenses
 \$641,882.57 Balance September 30, 2025*

*\$558,534.37 Checking Account
 140.00 Cash on Hand
 7,338.64 Illinois Funds-Epay
 75,869.56 Illinois Funds-Working Cash

GIFTS AND MEMORIALS

\$ 42,670.26 Checking
 584.50 Illinois Funds

SPECIAL RESERVE

\$ 42,973.00 Checking
 566.69 Illinois Funds

Building and Grounds

S. LeBlanc reported that the automatic doors will be repaired to eliminate the noise. Upcoming library improvements were discussed.

Materials, Bylaws and Policy Committee

Chair Helen Gubser reported that the committee met to draft a proposal to eliminate from library policy references to specific amounts charged for library services including photocopies, faxing, and copies of microfiche and microfilm. Board to vote next month.

Finance Committee

Librarian J. Pruitt presented the October check registers.

Check #	Date	Payee	Cash Account	Amount
1226	10/21/25	Facilitec	1000	4,567.92
Total				4,567.92
Check #	Date	Payee	Cash Account	Amount
13785	10/6/25	VISA	1000	9,834.86
13785a	10/6/25	VOID	1000	
13785b	10/6/25	VOID	1000	
13785c	10/6/25	VOID	1000	
13785d	10/6/25	VOID	1000	
13785e	10/6/25	VOID	1000	
13786	10/21/25	Baker & Taylor	1000	982.06
13787	10/21/25	Brockman Co.	1000	144.28
13788	10/21/25	City of Jerseyville	1000	3,281.04

13789	10/21/25	City of Jerseyville- IMRF/FICA	1000	3,913.45
13790	10/21/25	Elite Event Services	1000	737.67
13791	10/21/25	EnvisionWare, Inc.	1000	530.21
13792	10/21/25	Farm & Home Publishers, LTD.	1000	206.80
13793	10/21/25	Grafton Technologies, Inc	1000	248.25
13794	10/21/25	Graz'n Daze Exotic Petting Zoo	1000	300.00
13795	10/21/25	Illinois Power Marketing dba	1000	2,103.74
13796	10/21/25	Illinois American Water	1000	189.96
13797	10/21/25	Illinois American Water	1000	143.15
13798	10/21/25	Jen Mechanical	1000	2,983.00
13799	10/21/25	Kanopy, Inc.	1000	26.00
13800	10/21/25	Kelly Grizzle Construction	1000	175.00
13801	10/21/25	Chris Maness	1000	900.00
13802	10/21/25	Midwest Tape LLC	1000	2,281.36
13803	10/21/25	Payroll	1000	25,334.60
13804	10/21/25	Petty Cash	1000	420.00
13805	10/21/25	Republic Services	1000	93.00
13806	10/21/25	Safeguard Business Systems	1000	114.65
13807	10/21/25	Smith's Pest Control	1000	70.00
13808	10/21/25	TecSrv	1000	2,104.80
13809	10/21/25	University of Illinois Extension	1000	100.00
13810	10/21/25	Watts Copy Systems, Inc.	1000	254.58
Total				57,472.46

On motion by M. Adams, 2nd by L. Woodring, the check register was approved. Motion carried unanimously.

The 26/27 budget and levy request were presented by M. Hopper. On motion by M. Hopper, 2nd by K. Weber, they were approved and will be submitted to the City. Motion carried unanimously.

Technology Committee

Plans are in place for installing the new catalog kiosks. Windows 11 computers have been purchased and exiting units have been updated.

Librarian Reports

Librarian Pruitt reported on statistics, programming, staff development, and upcoming events. Assistant Director Poletti reported on the library's marketing and public relations efforts.

Friends of the Library

Book sale proceeds: \$1241.40

CORRESPONDENCE

Resignation letter from Matt Derrick. A reply letter will be sent thanking Matt for his service.

OLD BUSINESS

None.

NEW BUSINESS

None.

BUSINESS FOR DISCUSSION ONLY

Possible nominees for board vacancy.

NO PUBLIC COMMENT

Meeting was adjourned at 7:25 p.m.

Helen Gubser, Secretary

Judy Pruitt, Assistant Secretary