

**JERSEYVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
TUESDAY, SEPTEMBER 16, 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:, Helen Gubser, Michelle Hopper, Steve LeBlanc, Melissa Poletti, Judy Pruitt, Jerry Schleper, Kevin Weber, and Laura Woodring. Marcia Adams and Matt Derrick were absent.

NO PUBLIC COMMENT

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

On motion by K. Weber, 2nd by L. Woodring, the consent agenda, including minutes of the August 19 meeting and the treasurer's report for August, was approved. Motion carried unanimously.

**TREASURER'S REPORT
FOR AUGUST 2025**

BUDGET ACCOUNT

\$262,740.88 Balance July 31, 2025
427,743.68 Real Estate Taxes
1,024.57 Interest
985.00 Non-Resident Fees
788.00 Non-Resident Fees-Epay
451.11 Fines
51.35 Fines-Epay
679.75 Copies
327.45 Copies-Epay
163.36 Lost items
11.99 Lost items-Epay
165.65 Fax
25.50 Fax-Epay
14.00 Coffee House (vending machine)
250.00 Gifts & Memorials
50.00 Storywalk Sponsorship
20.50 Book/Magazine Sales-Epay
69,332.00 Miscellaneous

764,824.79 Balance + MTD Income
65,130.28 Less Expenses
 \$699,694.51 Balance August 31, 2025*

*\$618,196.44 Checking Account
 140.00 Cash on Hand
 5,759.91 Illinois Funds-Epay
 75,598.16 Illinois Funds-Working Cash

GIFTS AND MEMORIALS

\$ 50,698.09 Checking
 582.41 Illinois Funds

SPECIAL RESERVE

\$ 55,264.69 Checking
 564.59 Illinois Funds

Building and Grounds

S. LeBlanc and J. Pruitt reported that Children's Librarian Laurie Ingram's office door has been installed. One of the 2nd floor bathrooms has been taken out of service due to a running toilet and broken light switch. A strategy was discussed for a possible kitchen renovation.

Materials, Bylaws and Policy Committee

On motion by H. Gubser, 2nd by J. Schleper, the following changes to the policy were approved:

Section E-9-1: Remove "up to \$3,500 per calendar year."

Section E-9-2: Add "or \$15,000 for a Master's in Library Science."

Motion carried unanimously.

Finance Committee

Librarian J. Pruitt presented the September check registers.

Check #	Date	Payee	Cash Account	Amount
1065	9/16/25	Jerseyville Public Library	1100	12,297.08
Total				12,297.08
Check #	Date	Payee	Cash Account	Amount
1222	9/16/25	Facilitec	1000	1,377.99

1223	9/16/25	Hazen & Hale Interiors	1000	3,267.15
1224	9/16/25	Jerseyville Carpet & Furniture	1000	10,104.00
1225	9/16/25	The Library Store	1000	405.30
Total				15,154.44
Check #	Date	Payee	Cash Account	Amount
13758	9/16/25	Baker & Taylor	1000	2,270.21
13759	9/16/25	Bradford Systems Corporation	1000	2,379.14
13760	9/16/25	Brockman Co.	1000	89.58
13761	9/16/25	Cavendish Square Publishing	1000	186.03
13762	9/16/25	Chucks Cleaning Service	1000	500.00
13763	9/16/25	City of Jerseyville	1000	3,281.04
13764	9/16/25	City of Jerseyville-IMRF/FICA	1000	5,277.23
13765	9/16/25	Demco	1000	170.14
13766	9/16/25	Amy Down	1000	275.00
13767	9/16/25	EBSCO Information Services	1000	69.92
13768	9/16/25	Grafton Technologies, Inc	1000	332.64
13769	9/16/25	Brandon Hayes	1000	75.00
13770	9/16/25	Illinois Power Marketing dba	1000	2,562.90
13771	9/16/25	Illinois American Water	1000	440.16
13772	9/16/25	Illinois American Water	1000	141.70
13773	9/16/25	Rusty Ingram	1000	900.00
13774	9/16/25	Jen Mechanical	1000	19,823.00
13775	9/16/25	Kanopy, Inc.	1000	18.00
13776	9/16/25	Midwest Tape LLC	1000	1,836.49
13777	9/16/25	Payroll	1000	35,000.47
13778	9/16/25	Peg's Flower Cottage	1000	70.90
13779	9/16/25	Petty Cash	1000	16.25
13780	9/16/25	Republic Services	1000	88.41
13781	9/16/25	St. Louis Post-Dispatch	1000	1,153.99
13782	9/16/25	Swank Movie Licensing USA	1000	200.00
13783	9/16/25	VISA	1000	3,566.69
13783a	9/16/25	VOID	1000	
13783b	9/16/25	VOID	1000	
13783c	9/16/25	VOID	1000	
13784	9/16/25	Watts Copy Systems, Inc.	1000	233.07
Total				80,957.96

On motion by K. Weber, 2nd by J. Schleper, the check register was approved. Motion carried unanimously.

Technology Committee

Plans are in place for installing the new catalog kiosks. Computers are being updated to Windows 11.

Librarian Report

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

There will be a book sale October 9-11.

CORRESPONDENCE

None.

OLD BUSINESS

None.

NEW BUSINESS

None.

BUSINESS FOR DISCUSSION ONLY

None.

NO PUBLIC COMMENT

Meeting was adjourned at 7:16 p.m.

Helen Gubser, Secretary

Judy Pruitt, Assistant Secretary