

**JERSEYVILLE PUBIC LIBRARY  
BOARD OF TRUSTEES MEETING  
Tuesday, September 21, 2021 at 6:30 p.m.  
Meeting Room at 105 North Liberty Street**

**MINUTES**

President Josh Hileman called to order a regular meeting of the Jerseyville Public Library Board of Trustees at 6:30 p.m. Others present: Laura Woodring, Helen Gubser, Steve LeBlanc, Juan Lingow, Jerry Schleper, Matt Derrick, librarians Anita Driver and Chris Maness. Marcia Adams and Michelle Hopper reported they would be absent.

**NO PUBLIC COMMENT**

**On motion by J. Lingow, 2<sup>nd</sup>** by J. Schleper, the agenda was approved. Motion carried unanimously.

**On motion by J. Lingow, 2<sup>nd</sup>** by L. Woodring, the consent agenda including the minutes of the August 17, 2021 meeting and the following Treasurer's Report was approved. Motion carried unanimously.

**BUDGET ACCOUNT**

\$ 73,216.90	Reported balance July 31, 2021
371.79	Corporate replacement tax
155.00	Non-resident fees
630.00	Non-resident fees—E-pay
212.56	Fines
140.19	Fines—E-pay
327.55	Copies
80.05	Copies—E-pay
19.50	Scans to email
89.93	Lost items
115.00	Fax
85.00	Fax—E-pay
42.90	Book/Magazine Sales—E-pay
3.00	Miscellaneous
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75,492.07	Total balance and MTD income
42,253.90	Less expenses for August 2021
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\$ 33,238.17	Balance August 31, 2021*

\*\$28,698.17 Checking Royal Bank  
140.00 On hand  
3,898.84 Illinois Funds—E-pay  
501.16 Illinois Funds—E-pay

**GIFTS & MEMORIALS**

\$479.40 Checking Carrollton Bank  
501.69 Illinois Funds

**SPECIAL RESERVE**

\$487,236.15 Checking Jersey State Bank  
506.67 Illinois Funds

The following check register was presented by A. Driver:

Check #	Date	Payee	Cash Account	Amount
12475	9/21/21	Baker & Taylor	1000	1,106.59
12476	9/21/21	Brockman Co.	1000	25.36
12477	9/21/21	Card Services VISA	1000	1,237.81
12477a	9/21/21	VOID	1000	
12477b	9/21/21	VOID	1000	
12477c	9/21/21	VOID	1000	
12478	9/21/21	Cengage Learning Inc / Gale	1000	174.52
12479	9/21/21	Center Point Large Print	1000	1,682.64
12480	9/21/21	Chris's Janitor Service	1000	625.00
12481	9/21/21	Church's Lawn Care	1000	305.00
12482	9/21/21	City of Jerseyville	1000	22,027.01
12483	9/21/21	Kenneth Conrady	1000	90.00
12484	9/21/21	Demco	1000	293.86
12485	9/21/21	Diamond Lake Book Co.	1000	312.44
12486	9/21/21	Farm & Home Publishers, LTD.	1000	195.75
12487	9/21/21	Gardner Media LLC	1000	218.56
12488	9/21/21	Grafton Technologies, Inc	1000	198.17
12489	9/21/21	GRP Mechanical Contractors	1000	863.00
12490	9/21/21	Hamilton County Jr./Sr. High School	1000	63.74
12491	9/21/21	Illinois Power Marketing dba	1000	970.40
12492	9/21/21	Illinois American Water	1000	126.72
12493	9/21/21	The Illinois Funds	1000	72,000.00
12494	9/21/21	Jersey Community High School	1000	136.00
12495	9/21/21	Julie's Graphics	1000	55.00
12496	9/21/21	Kanopy, Inc.	1000	43.00
12497	9/21/21	Lazerware Inc.	1000	927.63
12498	9/21/21	Liberty Office Products	1000	393.00
12499	9/21/21	Library Ideas LLC	1000	7.50
12500	9/21/21	Midwest Tape	1000	1,464.86
12501	9/21/21	Payroll	1000	28,602.56
12502	9/21/21	ProQuest LLC	1000	946.40
12503	9/21/21	River County News	1000	251.40
12504	9/21/21	Robert (Bob) Sanders Waste Systems, Inc	1000	70.88
12505	9/21/21	Elizabeth Smilack	1000	25.00
12506	9/21/21	Smith's Pest Control	1000	45.00
12507	9/21/21	Watts Copy Systems, Inc.	1000	322.40
<b>Total</b>				<b>135,807.20</b>

**On motion by J. Schelepr, 2<sup>nd</sup> by S. LeBlanc, the bills will be paid. Motion carried unanimously.**

#### **LIBRARIAN'S REPORT**

- Statistics for August 2021: circulation 5,157; holds placed 1,309; holds filled 1,237; 341 items added; Hoopla 278; visits 3,900.
- Plans for the Jerseyville Halloween Festival where shared with the Board.
- Anita passed around a copy of the *ILA Reporter* which featured a story on the IHLS van grant, which we and 4 other libraries received, including a picture of the van in the JC Fair Parade.
- The Board instructed Anita to tell the Jersey County Historical Society that there is no charge for running their September newsletter.
- Anita distributed written reports from Beth Smilack and Beth Tittle with their activity since the last meeting.

#### **COMMITTEES**

## **MATERIALS, BYLAWS AND POLICY**

Anita informed the Committee and Board that we had received a materials complaint. The Committee will report in October 2021 with a recommendation.

## **BUILDING AND GROUNDS**

- Following a discussion on the status of construction center around the budget, A. Driver was instructed to tell Farnsworth to put our estimate of probable construction cost out for bid.
- There was a discussion of Ameren lighting grants to replace lighting in the Carnegie building that will not be covered in the expansion project. Considering the fact that the project is already strapped for funds, we will put the Carnegie lighting on hold unless an Ameren grant covering total cost comes along.

## **FINANCE COMMITTEE**

All action on the 2021-22 salary schedule and the 2022-23 levy request was postponed. Work on corrected signature cards for all bank accounts is in progress.

## **TECHNOLOGY**

Anita reported that after many years of waiting, an app for SHARE (the IHLS collection database) has been chosen and will be released this fall.

## **FRIENDS OF THE LIBRARY**

- The Friends have a *One Man's Trash Is Another Man's Treasure* sale coming up on October 14-16. This sale is an attempt to move nonfiction books that have not sold in previous sales prior the Royal Bank community project to recycle the unsold materials.
- Since the Downtown Country Christmas Festival does not include vendor tents this year, the Friends will instead will sell their Christmas materials at the St. Francis/Holy Ghost School bazaar on the same day.

## **CORRESPONDENCE**

- Correspondence was read from Greg McCormick, State Librarian, explaining that no libraries in our round of construction grants were allowed to submit budgets for more money. The only budget changes are those that are for less money.
- A thank you from JEDC was read.
- A special letter of resignation was read from Chris Maness effective December 21, 2021.

**On motion by** J. Schelper, 2<sup>nd</sup> by J. Lingow, the resignation of Chris Maness was accepted with great regret and appreciation of her past commitment to our library and our community. Motion carried unanimously.

## **NO PUBLIC COMMENT**

**On motion by** S. LeBlanc, 2<sup>nd</sup> by J. Schelper, the meeting was adjourned at 7:45 p.m.

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Helen Gubser, Secretary

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Anita Driver, Assistant Secretary