

**Jerseyville Public Library  
Board of Trustees meeting  
Tuesday, November 18, 2014 @ 6:30 p.m.  
Meeting room @ 105 North Liberty Street  
MINUTES**

President Kent Hake called to order a regular meeting of the Jerseyville Public Library Board of Trustees at 6:30 p.m. Those attending included Andy Thomas, Helen Gubser, Beth Smilack, Jerry Schleper, Juan Lingow, Michelle Lyons and Anita Driver. Scott Peabody and Ruth Ficker reported they would be absent.

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

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

Check #	Date	Payee	Cash Account	Amount
9628	11/18/14	Baker & Taylor, Inc.	1000	403.01
9629	11/18/14	BookPage	1000	720.00
9630	11/18/14	Campbell Publications	1000	75.00
9631	11/18/14	Church's Lawn Care	1000	105.00
9632	11/18/14	City of Jerseyville	1000	13,117.96
9633	11/18/14	Direct Energy Business	1000	967.19
9634	11/18/14	Anita Driver	1000	100.00
9635	11/18/14	Gale/CENGAGE Learning	1000	20.79
9636	11/18/14	Gardner Media LLC	1000	155.85
9637	11/18/14	Gaylord Bros.	1000	94.45
9638	11/18/14	Grafton Technologies, Inc.	1000	170.90
9639	11/18/14	Greene/Jersey Shoppers	1000	105.82
9640	11/18/14	Herrin City Library	1000	25.00
9641	11/18/14	Illinois Funds	1000	135,000.00
9642	11/18/14	Ingram Library Services	1000	20.35
9643	11/18/14	Jerseyville Water Department	1000	73.05
9644	11/18/14	Kids Reference Company	1000	182.49
9645	11/18/14	Lazenware, Inc.	1000	2,576.31
9646	11/18/14	Loellke Plumbing, Inc.	1000	54.50
9647	11/18/14	Chris Maness	1000	100.00
9648	11/18/14	Midwest Tape	1000	998.55
9649	11/18/14	Payroll	1000	7,760.69
9650	11/18/14	Petty Cash	1000	83.38
9651	11/18/14	R.P. Lumber Co., Inc.	1000	19.35
9652	11/18/14	Random House, Inc.	1000	33.75
9653	11/18/14	Reader Service	1000	75.26
9654	11/18/14	Robert (Bob) Sanders Waste Systems	1000	35.50
9655	11/18/14	Chelsea Sams	1000	95.00
9656	11/18/14	Smith's Pest Control	1000	40.00
9657	11/18/14	Tricounty FS, Inc.	1000	58.44
9658	11/18/14	University of Illinois Press	1000	75.00
9659	11/18/14	Card Services	1000	1,768.32
9660	11/18/14	VOID	1000	
9661	11/18/14	VOID	1000	
9662	11/18/14	William F. Brockman Co.	1000	52.63
9663	11/18/14	Williams Office Products, Inc.	1000	265.09
<b>Total</b>				<b>165,428.63</b>

**On motion by M. Lyons, 2<sup>nd</sup> by A. Thomas, the following treasurer's report presented by A. Driver was approved. Motion carried unanimously.**

**BUDGET ACCOUNT**

\$246,037.89 Reported balance 09/30/2014

169,183.76 Real Estate Taxes

11.17 Interest

1,260.00 Non-resident Fees

140.00 Non-resident Fees—e-pay

1,251.27 Fines

62.30 Fines—e-pay

708.83 Copies

29.95 Copies—e-pay  
 21.50 Scans to Email  
 20.00 Meeting Room Fees  
 477.08 Lost Materials  
 15.00 Magazine & Book sales—e-pay  
 400.00 Program Income (Halloween Festival from JCBA)  
 169.00 FAX Income  
3.00 Miscellaneous Income  
 419,790.75 Total Balance and MTD Income  
 44,098.71 Less Expenses for October 2014  
 \$375,692.04 Balance October 31, 2014\*

\*\$366,121.67 Checking

140.00 On Hand

9,362.09 Illinois Funds—E-pay

68.28 Illinois Funds

#### **GIFTS & MEMORIALS ACCOUNT**

\$21,342.23 Checking

2,640.63 Illinois Funds

#### **SPECIAL RESERVE ACCOUNT**

\$115,201.81 Illinois Funds

#### Librarian's report:

- Staff has been conducting the IHLS tub count this week
- Chris Maness did a DVD circ count her last Sunday. Eighty-four+ DVDs went out in less than 3 hours.
- Anita reported that some recent programs including the Halloween Festival and Laurie Ingram's eight week math club for K-grade 5 went very well.
- The October Polaris statistics sheet was passed out and Anita reported a patron visit of \$7,702.

**On motion** by J. Schleper, 2<sup>nd</sup> by B. Smilack, reservations will be taken for the study rooms at a cost of \$2.00 per hour. Motion carried unanimously.

Anita conducted a tour of the library showing all the changes and improvements that have been made.

**On motion** by J. Schleper, 2<sup>nd</sup> by J. Lingow, the levy request will be revised to include \$20,000 in the contingency line and the balance in special reserve for a total of the maximum allowed to be received by the finance committee and then submitted to the city. Motion carried unanimously.

We have spent \$4,400 of the 2014-15 McCauley/Brown Fund on the new study rooms. With the remaining funds, \$5,244, a new book drop will be purchased and installed.

**On motion** by J. Lingow, 2<sup>nd</sup> by J. Schleper, the staff will receive a 1% equalization assessment. Motion carried unanimously.

**On motion** by J. Schleper, 2<sup>nd</sup> by J. Lingow, the meeting was adjourned at 8:00 p.m.

---

Secretary

---

Assistant Secretary