

Jerseyville Public Library  
Board of Trustees Meeting  
Tuesday, November 20, 2018 @ 6:30 p.m.  
Meeting room @ 105 North Liberty Street

**MINUTES**

Vice President Jerry Schleper called to order a regular meeting of the Jerseyville Public Library Board of Trustees at 6:30 p.m. Others present: Steve LeBlanc, Helen Gubser, Ruth Ficker, Michelle Lyons, Juan Lingow, Andy Thomas and Anita Driver. Kent Hake reported he would be absent.

No public comment

**On motion** by R. Ficker, 2<sup>nd</sup> by M. Lyons, the agenda was approved with the addition of new business. Motion carried unanimously.

Reading of the minutes for October 2018 was tabled.

Anita Driver presented the following treasurer's report:

**BUDGET ACCOUNT**

\$264,656.95 Balance reported September 30, 2018

184,341.71 Real estate taxes

62.21 Interest income

620.00 Non-resident fees

155.00 Non-resident fees—e-pay

437.50 Fines

46.10 Fines—e-pay

155.60 Copies

18.50 Copies—e-pay

100.00 Meeting room fees

44.90 Lost books

61.55 Magazine & book sales—e-pay

300.00 Gifts & Memorials (Halloween)

75.00 Gifts & Memorials—e-pay

2.00 Coffee house

82.00 Fax

30.00 Fax—e-pay

2.00 Miscellaneous income

451,191.02 Total balance and MTD income

31,698.37 Less expenses for October 2018

90,000.00 Less transfers for October 2018

\$329,492.65 Balance October 31, 2018\*

\*\$251,989.84 Checking

140.00 On hand

4,110.48 Illinois funds—E-pay

73,252.33 Illinois funds

**GIFTS & MEMORIALS**

\$13,961.19 Checking

22,235.79 Illinois Funds

**SPECIAL RESERVE**

\$349,962.17 Illinois Funds

47,206.98 Checking

**On motion** by S. Leblanc, 2<sup>nd</sup> by J. Lingow, the report was accepted. Motion carried unanimously.

Check Register:

Check #	Date	Payee	Cash Account	Amount
11483	11/20/18	BookPage	1000	324.00

11484	11/20/18	Baker & Taylor, Inc.	1000	843.82
11485	11/20/18	Brockman Co.	1000	37.54
11486	11/20/18	Campbell Publications	1000	169.98
11487	11/20/18	Chucks Cleaning Service	1000	200.00
11488	11/20/18	Church's Lawn Care	1000	120.00
11489	11/20/18	City of Jerseyville	1000	14,744.56
11490	11/20/18	Demco	1000	112.29
11491	11/20/18	Direct Energy Business	1000	776.25
11492	11/20/18	Frost Electric Supply Company	1000	323.91
11493	11/20/18	Gale/CENGAGE Learning	1000	335.71
11494	11/20/18	Gardner Media LLC	1000	394.83
11495	11/20/18	Grafton Technologies, Inc.	1000	199.46
11496	11/20/18	Greene/Jersey Shoppers	1000	60.97
11497	11/20/18	Ingram Library Services	1000	17.96
11498	11/20/18	JCHS Band	1000	100.00
11499	11/20/18	Jerseyville Banking Center Jersey County Business Association	1000	75.00
11500	11/20/18	Association	1000	250.00
11501	11/20/18	Jerseyville Water Department	1000	89.00
11502	11/20/18	Lazerware, Inc.	1000	6,468.58
11503	11/20/18	The Magnolia Journal	1000	30.00
11504	11/20/18	Midwest Tape	1000	1,353.84
11505	11/20/18	Nevlin Plumbing & Electric, Inc.	1000	154.00
11506	11/20/18	Payroll	1000	17,567.00
11507	11/20/18	Penguin Random House LLC	1000	125.25
11508	11/20/18	Petty Cash	1000	130.70
11509	11/20/18	Reader Service Robert (Bob) Sanders Waste Systems	1000	82.26
11510	11/20/18	Systems	1000	62.50
11511	11/20/18	Smith's Pest Control	1000	45.00
11512	11/20/18	Sweet Pea's Floral & Design	1000	43.39
11513	11/20/18	Troy Taylor	1000	200.00
11514	11/20/18	Tricounty FS, Inc.	1000	60.19
11515	11/20/18	Twin L Clean	1000	500.00
11516	11/20/18	Williams Office Products, Inc.	1000	48.84
11517	11/21/18	Kaskaskia College	1000	1,380.95
11518	11/21/18	Payroll Vespasian Warner Public Library Dist	1000	8,817.97
11519	11/21/18	Dist	1000	40.00
11520	11/21/18	Card Services	1000	1,603.38
11521	11/21/18	VOID	1000	
11522	11/21/18	VOID	1000	
11523	11/21/18	VOID	1000	
11524	11/21/18	Watts Copy Systems, Inc.	1000	247.35
<b>Total</b>				<b>58,136.48</b>

**On motion** by J. Lingow, 2<sup>nd</sup> by M. Lyons, the bills will be paid including Kaskaskia College (Brandi Pohlman's library classes), payroll, VISA, Watts, and an interlibrary loan. Motion carried unanimously.

Librarian's report:

Statistics: Circulation-7,745; holds places-1,969; holds satisfied-1,938; items added to the database-309; visits-6,690.

Anita reported for the Friends that EBay sales totaled \$168.50 and that the Friends will have a booth at the Downtown Country Christmas Market. They will need help setting up and breaking down their booth.

As per policy, staff will receive a 1% incentive in December.

**On motion** by S. LeBlanc, 2<sup>nd</sup> by R. Ficker, the meeting was adjourned at 7:30 p.m. Motion carried unanimously.

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Secretary

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Assistant Secretary