

**JERSEYVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES Meeting
Tuesday, October 18, 2016 @ 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. Others present were Helen Gubser, Jerry Schleper, Juan Lingow, Andy Thomas, Beth Smilack, Steve LeBlanc and Anita Driver. Ruth Ficker and Michele Lyons reported they would be absent.

On motion by J. Schleper, 2nd by J. Lingow, the agenda was approved. Motion carried unanimously.

On motion by J. Lingow, 2nd by J. Schleper, the consent agenda including minutes of the September 20, 2016 meeting and the following treasurer's report was approved as corrected. Motion carried unanimously.

BUDGET ACCOUNT

\$324,357.05 Reported balance August 31, 2016

197,973.38 Real estate taxes

20.79 Interest

930.00 Non-resident fees

465.00 Non-resident fee—e-pay

522.89 Fines

63.85 Fines—e-pay

380.85 Copies

36.35 Copies—e-pay

24.00 Scans to email

30.00 Meeting room

31.99 Lost items

27.00 Gifts

1.00 Coffee house

350.65 FAX

13.00 FAX—e-pay

12.67 Miscellaneous

525,240.47 Total balance and MTD income

67,197.84 Less expense for September 2016

69,844.00 Less transfer to Special Reserve

\$388,198.63 Balance September 30, 2016*

*\$295,219.61 Checking

140.00 On hand

20,641.62 Illinois Funds—e-pay

72,197.40 Illinois Funds (working cash fund)

GIFTS & MEMORIALS

\$15,938.64 Checking

21,693.91 Illinois Funds

SPECIAL RESERVE

\$351,614.80 Illinois Funds

The following check register was presented by Anita:

Check #	Date	Payee	Cash Account	Amount
10522	10/14/16	Direct Energy Business	1000	1,389.70

10523	Jersey County Business				
10524	Association	10/14/16	1000		41.00
10525	Chris Maness	10/14/16	1000		100.00
10526	Payroll	10/14/16	1000		8,098.03
10527	Chelsea Sams	10/14/16	1000		95.00
10528	Baker & Taylor, Inc.	10/18/16	1000		540.48
10529	Benton Public Library District	10/18/16	1000		19.99
10530	Campbell Publications	10/18/16	1000		62.91
10531	Church's Lawn Care	10/18/16	1000		148.00
10532	City of Jerseyville	10/18/16	1000		7,560.00
10533	Decatur Public Library	10/18/16	1000		8.00
10534	Diamond Lake Book Co	10/18/16	1000		401.20
10535	East Alton Public Library Dist	10/18/16	1000		25.00
10536	Elite Event Services, LLC	10/18/16	1000		287.50
10537	Evans Public Library District	10/18/16	1000		10.00
10538	Gale/CENGAGE Learning	10/18/16	1000		424.21
10539	Grafton Technologies, Inc.	10/18/16	1000		203.99
10540	Greene/Jersey Shoppers	10/18/16	1000		109.08
10541	Illinois Heartland Library System	10/18/16	1000		8.00
10542	The State Fire Marshal	10/18/16	1000		75.00
10543	Ingram Library Services	10/18/16	1000		41.62
10544	Jersey County Historical Society	10/18/16	1000		80.00
10545	Jerseyville Water Department	10/18/16	1000		84.85
10546	Lazenware, Inc.	10/18/16	1000		3,679.38
10547	Liberty Office Products	10/18/16	1000		382.00
10548	Library Store	10/18/16	1000		70.67
10549	Chris Maness	10/18/16	1000		180.00
10550	Midwest Tape	10/18/16	1000		893.02
10551	Penguin Random House LLC	10/18/16	1000		22.50
10552	Petty Cash	10/18/16	1000		250.00
10553	Patty Dickson Piezka	10/18/16	1000		12.99
10554	Reader Service	10/18/16	1000		78.76
10555	Robert (Bob) Sanders Waste Systems	10/18/16	1000		47.50
10556	Trico Electrical Contractors, Inc.	10/18/16	1000		1,186.45
10557	Vespasian Warner Public Library Dist	10/18/16	1000		30.00
10558	William F. Brockman Co.	10/18/16	1000		77.38
10559	Williams Office Products, Inc.	10/18/16	1000		300.00
10560	Wood River Public Library	10/18/16	1000		20.00
10561	Card Services	10/18/16	1000		1,498.54
10562	VOID	10/18/16	1000		
10563	VOID	10/18/16	1000		
10564	VOID	10/18/16	1000		
10565	Donna Blackston	10/28/16	1000		180.00
10566	Anita Driver	10/28/16	1000		100.00
10567	Payroll	10/28/16	1000		8,169.92
10568	Petty Cash	10/28/16	1000		88.60
	Chelsea Sams	10/28/16	1000		80.00
Total					37,161.27

On motion by J. Schleper, 2nd by B. Smilack, the bills will be paid. Motion carried unanimously.

Librarian's report:

- Since going live with Hoopla on Monday, October 3 Hoopla stats are good. Sixty-six patrons have signed up and checked out 100 items.
- The first Read the Book, Watch the Movie club meeting had low attendance but those in attendance but we will try at least one more time.
- We received 2 memorials, Bettylou Cope \$605 and Minerva Fessler \$285. Both women were regular library patrons.
- Anita presented statistics for the month of September 2016.

On motion by A. Thomas, 2nd by H. Gubser, .25 will be charged for ledger size black & white copies and .35 for color. Motion carried unanimously.

Building and Grounds:

- We will not apply for the small construction LSTA grant because if funds for the large construction projects are released between now and April 15, 2017, we would not be eligible for both.
- A community service worker with landscape our side of the new fence coordinating with the contractor for Strang and Parish.
- S. Leblanc and A. Driver updated the board on the second floor projects.

Under technology, A. Driver updated on the 4 new computers and the Rotary TV. Anita reported that the copy machine is requiring more maintenance but that Williams Office Product service staff say they have customers who have gotten twice the number of copies on this machine as we currently have.

The Friends of the Library made \$1,348 on their fall book sale. At the suggestion of Beth Tittle, they will now offer a once-a-month buy-the-bag sale on the first Tuesday of each month.

The audit letter from Scheffel/Boyle was presented.

On motion by J. Schleper, the meeting was adjourned at 7:30 p.m.

Secretary

Assistant Secretary