

**Jerseyville Public Library
Board of Trustees meeting
Tuesday, September 16, 2014, 6:30 p.m.
Meeting room at 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 Juan Lingow, Ruth Ficker, Helen Gubser, Beth Smilack, Andy Thomas, and Anita Driver. Jerry Schleper and Michelle Lyons reported they would be absent. Guests included: Wanda Ridenbark, Barb Sackman, Karen Miller and Kathy Plough. Attorney Laef Lorton and legal aide Josh Evans were present to report on the status of creating a foundation.

On motion by J. Lingow, 2nd by A. Thomas, the consent agenda including minutes of the August 19, 2014 meeting and the following treasurer's report was approved. Motion carried unanimously.

BUDGET ACCOUNT

\$19,143.12 Reported balance July 31, 2014

190.13 Corporate replacement tax

.84 Interest income

835.00 Non-resident fees

140.00 Non-resident fees—e-pay

1,554.02 Fines

139.55 Fines—e-pay

343.15 Copies

33.00 Copies—e-pay

31.50 Scans to email

120.00 Meeting room fees

76.94 Lost books

4.10 Gifts

339.00 FAX income

18.00 FAX income—e-pay

20,012.00 Miscellaneous income**

42,980.35 Total balance and MTD income

31,173.08 Less expenses for August 2014

\$11,807.27 Balance August 31, 2014*

*\$2,882.89 Checking

140.00 On hand

8,716.10 Illinois Funds—E-pay

68.28 Illinois Funds

GIFTS & MEMORIALS ACCOUNT

\$21,342.23 Checking

\$ 2,640.59 Illinois Funds

SPECIAL RESERVE

\$95,199.41 Illinois Funds

The following check register was presented by Anita.

Check #	Date	Payee	Cash Account	Amount
9555	9/4/14	Direct Energy Business	1000	1,270.37
9556	9/4/14	Anita Driver	1000	120.00
9557	9/4/14	Illinois Funds Incredible Events 62	1000	20,000.00
9558	9/4/14	Sports Group	1000	425.00

9559	9/4/14	Chris Maness	1000	70.00
9560	9/4/14	Payroll	1000	7,821.48
9561	9/4/14	Chelsea Sams	1000	100.00
		Amateur Sports		
9562	9/16/14	Promotion	1000	308.00
9563	9/16/14	Baker & Taylor, Inc.	1000	1,980.08
9564	9/16/14	Church's Lawn Care	1000	70.00
9565	9/16/14	City of Jerseyville	1000	3,780.00
9566	9/16/14	Creative Company	1000	748.50
9567	9/16/14	Anita Driver	1000	100.00
9568	9/16/14	Gaylord Bros.	1000	342.30
		Grafton		
9569	9/16/14	Technologies, Inc.	1000	175.27
		Greene/Jersey		
9570	9/16/14	Shoppers	1000	125.36
		Harlequin Reader		
9571	9/16/14	Service	1000	19.36
		Illinois Heartland		
9572	9/16/14	Library System	1000	2,980.95
		Ingram Library		
9573	9/16/14	Services	1000	25.14
		Jerseyville Water		
9574	9/16/14	Department	1000	75.45
9575	9/16/14	Chris Maness	1000	100.00
9576	9/16/14	Midwest Tape	1000	1,262.56
		Mississippi Valley		
9577	9/16/14	Public Library Dist.	1000	34.95
9578	9/16/14	OverDrive	1000	3,085.97
9579	9/16/14	Payroll	1000	7,868.41
9580	9/16/14	Petty Cash	1000	90.13
9581	9/16/14	Random House, Inc.	1000	60.00
9582	9/16/14	Reader Service	1000	88.84
		Robert (Bob)		
		Sanders Waste		
9583	9/16/14	Systems	1000	35.50
9584	9/16/14	Smith's Pest Control	1000	40.00
9585	9/16/14	Tricounty FS, Inc.	1000	58.44
9586	9/16/14	Card Services	1000	1,008.30
9587	9/16/14	VOID	1000	
9588	9/16/14	VOID	1000	
		Williams Office		
9589	9/16/14	Products, Inc.	1000	456.35
Total				54,726.71

On motion by B. Smilack, 2nd by J. Lingow, the report was accepted and the bills will be paid. Motion carried unanimously.

Librarian's report:

- Staff conducted a manual, one week courier tub count as requested by Illinois Heartland Library System
- The State of Illinois website project migration from Plnkit to Enfold has been postponed. This will give the Technology Committee and staff longer to study sample websites and make a decision for our webpage.
- There were 7,306 visits to the library in September 2014.
- Anita passed out the Polaris September statistics sheet.

Anita received a request to allow a bake sale during the Halloween Festival or at another time here at the library. The Board does not want to allow such outside activity. The Materials, Bylaws and Policy Committee recommended that the current policy addresses that question and no changes need to be made.

On motion by J. Lingow, 2nd by R. Ficker, Lorton Construction will repair the roof for a cost of \$1,900. Motion carried unanimously.

A letter with contact information for the appropriate signers for Illinois Fund transfers will be sent to the State of Illinois Treasurer's office.

Information from the Jersey County Business Association about patriotic and happy holiday banners was received. Anita will check with the Friends to see if they would like to purchase.

2015 Per Capita application:

- Board reviewed Chapter 7 of *Standards for Illinois Public Libraries 3.0*. The library meets all core standards of Chapter 7 and all fourteen collection management and resource sharing standards. By standards the library should spend no less than 12% of its operating budget for materials. In 2013-14 we spent 14.2% on materials.
- Anita attended the Edge/Per Capita Grant workshop on August 21, 2014. Helen will view the Edge webinar on Thursday, September 18.
- The Board discussed the budget and determined that the library's revenues and expenditures are sufficient.
- The 2013 environmental scan and the Board's plans to better serve the community, which are based on the scan, were discussed.

On motion by A. Thomas, the meeting was adjourned at 8:05 p.m.

Secretary

Assistant Secretary