

**JERSEYVILLE PUBLIC LIBRARY**  
**Board of Trustees Meeting**  
**Tuesday, September 18, 2018 at 6:30 p.m.**  
**Meeting room at 105 North Liberty Street**  
**MINUTES**

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

**On motion** by A. Thomas, 2<sup>nd</sup> by J. Schleper, the agenda was approved with the addition of the minutes of the August 21, 2018 meeting. Motion carried unanimously.

**On motion** by J. Schleper, 2<sup>nd</sup> by J. Lingow, the consent agenda including minutes of the special meeting on August 28, 2018 was approved. Motion carried unanimously.

**On motion** by A. Thomas, 2<sup>nd</sup> by J. Schleper, the minutes of the August 21, 2018 meeting were approved. Motion carried unanimously.

The following treasurer's report was presented by A. Driver.

**BUDGET ACCOUNT**

\$ 11,295.67	Balance July 31, 2018
160.51	Corporate replacement tax
10,581.25	Per Capita Grant
5.84	Interest
1,550.00	Non-resident fees
620.00	Non-resident fees—E-pay
1,054.87	Fines
51.45	Fines—E-pay
618.96	Copies
48.69	Copies—E-pay
36.00	Scans to email
6.70	Scans to email—E-pay
40.00	Meeting room fees
129.75	Lost items
22.99	Lost items—E-pay
31.44	Magazine & book sales—E-pay
6.25	Gifts & memorials
60.00	Program income
11.00	Coffee house
186.50	FAX
18.00	FAX—E-pay
24.50	Miscellaneous
26,560.37	Total balance and MTD income
32,124.11	Less expenses for August 2018
\$ (5,563.74)	Balance August 31, 2018*

*\$(10,016.92)	1 <sup>st</sup> Bank Checking
140.00	On hand
3,103.70	Illinois Funds—E-pay
1,209.48	Illinois Funds

**GIFTS & MEMORIALS**

\$17,046.01	JBC Checking
22,158.08	Illinois Funds

**SPECIAL RESERVE**

\$308,878.62	Illinois Funds
1,918.23	Jersey State Bank Checking

The following check register was presented by A. Driver:

Check #	Date	Payee	Cash Account	Amount
11411	9/18/18	Baker & Taylor, Inc.	1000	1,563.51
11412	9/18/18	Brockman Co.	1000	22.66
11413	9/18/18	Campbell Publications	1000	208.90
11414	9/18/18	Cavendish Square	1000	195.54
11415	9/18/18	Center Point Large Print	1000	1,682.64
11416	9/18/18	Chucks Cleaning Service	1000	450.00
11417	9/18/18	Church's Lawn Care	1000	300.00
11418	9/18/18	City of Jerseyville	1000	4,260.00
11419	9/18/18	Criterion Pictures USA	1000	350.00
11420	9/18/18	Daugherty Public Library District	1000	46.00
11421	9/18/18	Direct Energy Business	1000	952.65
11422	9/18/18	Farm & Home Publishers, LTD.	1000	182.00
11423	9/18/18	Gale/CENGAGE Learning	1000	111.00
11424	9/18/18	Grafton Technologies, Inc.	1000	202.25
11425	9/18/18	Greene/Jersey Shoppers	1000	52.26
11426	9/18/18	Ingram Library Services	1000	28.74
11427	9/18/18	JCHS	1000	120.00
11428	9/18/18	Jerseyville Water Department	1000	93.92
11429	9/18/18	Midwest Tape	1000	839.58
11430	9/18/18	Nevlin Plumbing & Electric, Inc.	1000	375.00
11431	9/18/18	Payroll	1000	18,449.44
11432	9/18/18	Penguin Random House LLC	1000	33.75
11433	9/18/18	ProQuest LLC	1000	875.00
11434	9/18/18	Reader Service	1000	82.26
11435	9/18/18	Robert (Bob) Sanders Waste Systems	1000	62.50
11436	9/18/18	Smith's Pest Control	1000	45.00
11437	9/18/18	Tricounty FS, Inc.	1000	60.19
11438	9/18/18	Twin L Clean	1000	500.00

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

Librarian's report:

- Anita attended the Association of Rural and Small Libraries in Springfield. This was the first time she attended this conference and she reported that it was very beneficial.
- Statistics for August 2018: 236 WiFi use; 8,450 check outs; 2,054 holds placed; 2,119 holds filled; 275 items added to the database; 7,081 visits.

Building and Grounds:

**On Motion by J. Lingow, 2<sup>nd</sup>** by A. Thomas, only 2 bids were submitted and the September 17, 2018 5:00 p.m. deadline will be voided. Motion carried unanimously.

Bid tabulation:

- Long Paving and Excavating Inc.      \$23,680
- Stutz Excavating Inc.                      \$12,500

**On motion by S. LeBlanc, 2<sup>nd</sup>** by J. Lingow, the bid of \$12,500 by Stutz was accepted. Motion carried unanimously.

No correspondence.

**On motion by J. Schleper** the meeting was adjourned at 7:10 p.m.

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Secretary

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Assistant Secretary