

**JERSEYVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
TUESDAY, SEPTEMBER 19, 2017 @ 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: Andy Thomas, Helen Gubser, Steve LeBlanc, Jerry Schleper, Juan Lingow, and Anita Driver. Ruth Ficker reported she would be absent.

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

On motion by J. Schleper, 2nd by J. Lingow, the consent agenda including the following treasurer's report and minutes of the August 29, 2017 meeting was approved. Motion carried unanimously.

BUDGET ACCOUNT

\$ 32,238.34 Reported balance July 31, 2017

323,933.72 Real estate taxes

82.49 Corporate replacement tax

7.61 Interest

465.00 Non-resident fees

465.00 Non-resident fees—E-pay

592.09 Fines

34.20 Fines—E-pay

267.25 Copies

25.00 Copies—E-pay

18.50 Scans

140.00 Meeting room fees

56.48 Lost books

21.95 Lost books—E-pay

141.74 Program income

1.00 Coffee house income

203.50 FAX income

14.00 FAX income—E-pay

\$358,707.87 Total balance and MTD income

100,322.07 Less expenses for August 2017

\$258,385.80 Balance August 31, 2017*

*\$181,498.80 Checking

140.00 On hand

4,266.66 Illinois Funds—E-pay

72,480.34 Illinois Funds—Working Cash

GIFTS & MEMORIALS

\$15,476.24 Checking

21,833.63 Illinois Funds

SPECIAL RESERVE

\$261,385.67 Illinois Funds

The following check register was presented by A. Driver:

Check #	Date	Payee	Cash Account	Amount
10952	9/6/17	Chucks Cleaning Service	1000	450.00
10953	9/6/17	City of Jerseyville	1000	12,921.12

10954	9/6/17	Travis Driver	1000	300.00
10955	9/6/17	Laurie Ingram	1000	33.69
10956	9/19/17	Baker & Taylor, Inc.	1000	684.21
10957	9/19/17	Cavendish Square	1000	195.54
10958	9/19/17	Church's Lawn Care	1000	136.00
10959	9/19/17	City of Jerseyville	1000	4,260.00
10960	9/19/17	Classroom Library Company	1000	266.25
10961	9/19/17	Kenneth Conrady	1000	80.00
10962	9/19/17	Diamond Lake Book Co	1000	1,408.49
10963	9/19/17	Ellen Eldred	1000	63.00
10964	9/19/17	Elite Event Services, LLC	1000	375.00
10965	9/19/17	Frost Electric Supply Company	1000	270.25
10966	9/19/17	Gale/CENGAGE Learning	1000	88.36
10967	9/19/17	GC Lorton Inc.	1000	250.00
10968	9/19/17	Grafton Technologies, Inc.	1000	197.82
10969	9/19/17	Grainger	1000	264.93
10970	9/19/17	Greene/Jersey Shoppers	1000	333.33
10971	9/19/17	Ingram Library Services	1000	32.93
10972	9/19/17	Jerseyville Water Department	1000	107.20
10973	9/19/17	Loellke Plumbing, Inc.	1000	290.00
10974	9/19/17	Midwest Tape	1000	877.23
		Motion Picture Licensing Corporation	1000	130.00
10975	9/19/17	Corporation	1000	130.00
10976	9/19/17	Payroll	1000	8,456.70
10977	9/19/17	Penguin Random House LLC	1000	67.50
10978	9/19/17	Reader Service	1000	82.26
10979	9/19/17	Chelsea Sams	1000	82.50
10980	9/19/17	Stievers Equipment Co.	1000	17.00
10981	9/19/17	Smith's Pest Control	1000	45.00
10982	9/19/17	The Telegraph	1000	94.00
10983	9/19/17	Card Services	1000	1,498.71
10984	9/19/17	VOID	1000	
10985	9/19/17	VOID	1000	
10986	9/19/17	VOID	1000	
10987	9/19/17	Williams Office Products, Inc.	1000	362.98

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

Librarian's report:

- August 2017 statistics: 8,550 circulation, 171 Hoopla, 6,598 visits
- CNB Bank and Trust has donated a grant, outdoor screen to the Library. It will have their logo across the top.
- Halloween Festival is October 28, help is needed at noon for food and games.
- Doris Hunter's memorial totaled \$1,755. The family requested that we purchase large print books so Anita joined 3, large print book clubs. Over the next year we will receive 72 books.
- Staff has weeded large print, Playaways and DVDs in preparation for the increase of large print books and prior to shifting DVDs into a new storage cabinet. Once again, we were out of room.
- Anita pointed out the September newsletter and reminded members they can sign up to receive it digitally.

The Materials, Bylaws and Policy Committee will meet before October Board meeting to work on computer/Internet/Wi-Fi policy revision.

There was a discussion of purchasing a sound system with the 2017 McCauley Brown Fund.

Friends of the Library made \$86.00 on E-bay in August. The fall book sale is October 12-14. Help is needed.

The Board gave permission for the staff to purchase a new copy machine. They have had demonstrations of 2 machines, 1 from Williams Office Products and the other Watts. Staff

requested to purchase a new machine and donated the profits of the Harry Potter Trivia Night, \$3,391.60, toward the purchase.

On motion by J. Schleper, 2nd by S. LeBlanc, the meeting was adjourned. Motion carried unanimously.

Helen Gussner
Secretary

Assistant Secretary