

**Jerseyville Public Library
Board of Trustees meeting
Tuesday, November 19, 2013, 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: Helen Gubser, Andy Thomas, Beth Smilack, Juan Lingow, Jerry Schleper, and Anita Driver. Reported off: Ruth Ficker, Michele Lyons, and Scott Peabody.

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

On motion by B. Smilack, 2nd by H. Gubser, the consent agenda including the following treasurer's report and the October 2013 minutes was approved. Motion carried unanimously.

BUDGET ACCOUNT

\$160,056.35 Reported balance September 30, 2013

156,102.19 Real Estate Taxes

1,451.50 Corporate Replacement Tax

9.57 Interest Income

1,485.00 Non-resident fees

135.00 Non-resident fees—e-pay

721.50 Fines

57.40 Fines—e-pay

295.60 Copies

13.50 Copies—e-pay

47.00 Scans to email

12.00 Magazine & Book Sales—e-pay

1,290.00 Program income

121.50 FAX income

27.00 FAX income—e-pay

88.38 Miscellaneous income

321,913.49 Total balance and MTD income

34,302.76 Less expenses for October 2013

\$287,610.73 Balance October 31, 2013*

*\$281,680.50 Checking

140.00 Cash on hand

5,726.16 Illinois Funds—e-pay

64.07 Illinois Funds

GIFTS & MEMORIALS

\$18,768.61 Checking

2,640.31 Illinois Funds

SPECIAL RESERVE

\$118,714.71 Illinois Funds

The following check register was presented by A. Driver:

Check #	Date	Payee	Cash Account	Amount
9154	11/4/13	Anita Driver	1000	100.00
9155	11/4/13	M.R. Jensen Enterprises	1000	450.00

9156	11/4/13	Chris Maness	1000	100.00
9157	11/4/13	Deborah Owen	1000	42.94
9158	11/4/13	Payroll	1000	7,683.03
9159	11/4/13	Raremovies	1000	33.78
9160	11/19/13	Amateur Sports Promotion	1000	50.00
9161	11/19/13	Baker & Taylor, Inc.	1000	1,292.37
9162	11/19/13	Belleville Public Library	1000	21.95
9163	11/19/13	BookPage	1000	720.00
9164	11/19/13	Carbondale Public Library	1000	32.95
9165	11/19/13	Center Point Large Print	1000	257.04
9166	11/19/13	City of Jerseyville	1000	3,780.00
9167	11/19/13	Diamond Lake Book Co	1000	335.61
9168	11/19/13	Direct Energy Business	1000	1,075.68
9169	11/19/13	Gardner Media LLC	1000	303.66
9170	11/19/13	Gaylord Bros.	1000	995.28
9171	11/19/13	Grafton Technologies, Inc.	1000	171.39
9172	11/19/13	Greene/Jersey Shoppers	1000	117.45
9173	11/19/13	Ingram Library Services	1000	21.55
9174	11/19/13	Jerseyville Water Department	1000	67.05
9175	11/19/13	Kids Reference Company	1000	70.50
9176	11/19/13	Lazerware, Inc.	1000	2,305.69
9177	11/19/13	Chris Maness	1000	100.00
9178	11/19/13	Jacob Manns	1000	100.00
9179	11/19/13	Midwest Tape	1000	1,617.38
9180	11/19/13	Payroll	1000	7,502.43
9181	11/19/13	Quill Corporation	1000	25.97
9182	11/19/13	Random House, Inc.	1000	97.50
9183	11/19/13	Reader Service	1000	94.92
9184	11/19/13	Recorded Books, Inc.	1000	804.45
		Robert (Bob) Sanders Waste Systems	1000	34.32
9185	11/19/13	Systems	1000	34.32
9186	11/19/13	Safeguard	1000	137.41
9187	11/19/13	Chelsea Sams	1000	100.00
9188	11/19/13	Smith's Pest Control	1000	40.00
9189	11/19/13	Trico Electrical Contractors, Inc.	1000	484.33
9190	11/19/13	Tricounty FS, Inc.	1000	58.44
9191	11/19/13	University of Illinois Press	1000	75.00
9192	11/19/13	Updike's	1000	60.00
9193	11/19/13	Card Services	1000	1,512.06
9194	11/19/13	VOID	1000	
9195	11/19/13	VOID	1000	
9196	11/19/13	VOID	1000	
9197	11/19/13	William F. Brockman Co.	1000	25.48
9198	11/19/13	Williams Office Products, Inc.	1000	418.64
9199	12/5/13	City of Jerseyville	1000	5,093.84
9200	12/5/13	Direct Energy Business	1000	682.27
9201	12/5/13	Anita Driver	1000	100.00
9202	12/5/13	Marion Nichols	1000	120.00
9203	12/5/13	Payroll	1000	7,465.21
9204	12/5/13	Chelsea Sams	1000	100.00

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

Librarian's report:

- The 3M Cloud is up and accessible off our website. This is a State sponsored grant that costs only \$600.00 annually for the first two years. Pricing after that is undecided. Staff developed a tri-fold instruction sheet and will assist patrons individually as needed.
- Upcoming programs: Snowflake lady Marion Nichols December 7, adult movie matinee December 10, cookie exchange December 10, kids' movie matinee December 13, children's Christmas party December 14, toddler time December 17, preschool story hour December 19.
- Circulation statistics were handed out.

The Materials, Bylaws and Policy Committee will meet on Monday, December 2 at 4:30 p.m.

A Finance Committee report was presented. Anita handed out the 2012-13 audit from Scheffel & Company.

Anita reported on the status of the laptop classroom.

On motion by A. Thomas, 2nd by J. Lingow, all employees will receive a 1% adjustment in their December paychecks. Motion carried unanimously.

On motion by B. Smilack the meeting was adjourned at 7:15 p.m.

Secretary

Assistant Secretary