

Henderson County Public Library Board of Trustees Meeting

September 11, 2017

President Russell called the special meeting to order at 4:59 p.m. Present were Eisenmayer, Fisher, Painter, Pullen, Roessler, Russell, Zielke and Director Smith and Accounting Clerk Hilligoss.

The board reviewed the Budget and Appropriations Ordinance 17-3 2017-2018 as proposed.

PropA: Pullen moved and a second by Painter to approve the Budget and Appropriations Ordinance 17-3 2017-2018. Roll was called and motion carried.

The special meeting was adjourned at 5:20 p.m.

President Russell called the regular meeting to order at 5:20 p.m. Present were Eisenmayer, Fisher, Painter, Pullen, Roessler, Russell, Zielke and Director Smith and Accounting Clerk Hilligoss.

Fisher moved and a second by Zielke to approve the corrected minutes from the August 14, 2017 meeting.

Financial Report: Current assets as of 8/31/2017 are \$314,044.27. Expenses for August \$18,177.27. Incomer for August was \$31,525.90. Raritan State Bank Cd is \$52,679.82 and Casey State Bank CD if \$50,237.12.

Prop A: Zielke moved and a second by Pullen to approve financial report. Roll was called and motion carried.

The 2nd installment of the Tax Levy was received on 8-1-2017 for \$15,2454.46. The 3rd installment of the Tax Levy was received on 8-29-2017 for \$15,740.62.

CD at Raritan State Bank renewal date if 10-6-2018.

Circulation: Checkouts for August-	Library	3858	Bookmobile	1071
Interlibrary Loans for August	Library In	322	Out	342
E-book checkouts for August		123		
E-read checkouts for August		4		
Library attendance for August		998		445

IPLAR: The annual report is due on or before Sept.1,2017. Director Smith submitted the IPLAR electronically online on 7-31-2017.

Staff: Accounting Clerk Hilligoss is moving to part time.

The board discussed various requirements of the Per Capital and Equalization grant application. The grant application will be available online October 1, 2017 and will be due on January 15, 2018.

Other-

- 8-8-17; 8-10-17– school registration. Conner Hill and Sarah Cassiday each worked at the library table and registered all 1st graders through 8th graders at West Central Elementary School.
 - 8-15-17 – Travis Pence delivered the Southern HS and Union HS signs to hang on each picture rack. He will come back and hang the signs on the racks.
 - 8-16-17 –Miriam Rutzen spoke to the Book Discussion group of 22 in attendance about her travels around the world with pictures and handouts.
 - 8-16-17 – The library participated in the Health Fair held at the Stronghurst Park. Sarah Cassiday took the Bookmobile and Director Smith set up a table to register new users.
 - 8-16-17 –Locker Night was held at the West Central Middle School from 5-7 and Director Smith set up a table to register bookmobile cards. Sarah Cassiday set up a table at the West Central Elementary School from 5-7 and registered bookmobile cards.
 - 8-17-17 – Genealogy society group met in the main library with Sammie Blender and Paula Bigger as their speakers telling about the Santa Fe Railroad Trestle Bridge.
 - 8-17-17 – While running the weed eater, a rock hit the east window and busted one pane. Director Smith called Bi-County Ins. To report the claim and then called Burlington Glass to come and give an estimate to give to the Insurance adjustor.
 - 8-21-17 – Reed Electric came and hung the new rope for the flag pole. He then came in to talk to the Director and will submit a bid for the 3 ceiling fans.
 - 8-22-17 – Director Smith and Accounting Clerk Hilligoss went to the Gladstone Health Dept. to assist with their new Quickbooks software.
- Country Auto will no longer be doing repairs. Absolute Transportation was recommended to the library for maintenance and repair of the Bookmobile.
 - Director Smith held the 1st party for the children that read 1,000 books before kindergarten on Saturday, September 9, 2017.

The meeting was adjourned at 6:43 p.m.

Next meeting will be October 2, 2017 at 5:00 p.m.

Respectfully submitted,

Sharon Eisenmayer, Secretary

Amended with the addition of discussion to give Director Anita Smith permission to open a Lock Box at Casey State Bank. Diana Russell, Judy Roessler and Beverly Zielke will need to sign the signature card also.