

JANUARY 2019 AGENDA

1. Call to Order – **Monday, January 14, 2019**, at 5:00 p.m. at the Library.
2. Roll Call

_____ Bates	_____ Fisher	_____ Roessler
_____ Eisenmayer	_____ Painter	_____ Russell
	_____ Pullen	
3. Minutes of December 3rd meeting.
4. Financial Report for December.
5. Casey State Bank CD \$51,230.85 comes due Jan. 10, 2019. It will roll over automatically with renewal. The new renewal date will be 1/10/20. The interest rate and annual percentage yield will be available on 1/10/19.
6. Circulation for December.
7. Per Capita Grant Application – Director Smith submitted the FY2018 Per Capita Grant Application and the FY2016 Expenditure Report by email on Dec. 10, 2018.
8. Staff
 - Sloan Fisher has decided to quit working at the library with her last day 12-27-18.
 - Tristin Johnson was hired as her replacement and started working 12-22-18.
9. FOIA request on 12-18-19 from Local Labs a publisher of Prairie State Wire, an online publication that reports on and informs the public about local government activities. They requested data on the library elected boards and officials. The information was emailed on 12-18-18 at 2:47pm.
10. Flooring – Behind the Circulation Counter and the Workroom Bid:
 - Floor Coverings Direct - \$4,418.08
 - Ron White - \$1,318.00
11. Record Systems, Inc. has a 1 year maintenance contract/warranty on the Canon Microfilm and Document Scanning equipment for \$980.00 for Jan. – Dec. 2017. New contract for 2018.
12. Library Days and Dates to Remember 2019.
13. Certificate of Status of Exempt Property – Board President to sign and date.
14. RAILS Membership Standards Data Collection only. This first year is only collecting data about how libraries meet the standards so that they can understand the full impact of the

proposed standards and make any necessary changes. This survey is required for all RAILS member libraries and must be completed in addition to the annual certification process before March 31, 2019.

15. Illinois State Library Annual Library Certification Process -

Beginning in Jan. 2, 2019, every library agency must certify annually in order to be a system member. Membership in a library system is acknowledged by Administrative Rule as either developmental or full, and is required in order to qualify for system services and programs/services from the Illinois State Library. This change, based on statute, is found in the following language: Illinois libraries “shall complete, on an annual basis, the certification process required for library system membership in order to apply for a grant” (Illinois Administrative Code, 23 Ill. Adm. Code 3030.200).

16. Tyco Simplex Grinnell – Annual billing for the Fire Alarm Contract which provides testing and inspection of this system. All parts and service calls are billable. - \$539.59

17. Other –

- Nov 29, Nov. 30 and Dec. 1, 2018 – Gingerbread House Decorating Days held with 281 houses decorated, 29 houses for take out for a total of 310 houses.
- 12-1-18 – The Bookmobile was in the Oquawka Lighted Christmas Parade with Cassiday driving, walking was Smith, Allaman, Fisher and Sue Bates.
- 12-3-18 and 12-4-18 – Tharp’s Masonry completed the work repairing 4 blocks, the cracks and sealant.
- 12-6-18 – Director Smith met with Joe Trapp, Ameren Illinois Engineering Representative Division 1 Galesburg Engineering to measure parking lot, decide on light pole location and how many light poles. On 12-20-19 the job has been released and has 3 weeks within to begin construction of the 3 light poles. Wires will be run underground with no cost to the library. The lights will be LED. The lights will be automatic coming on and going off. There will be a monthly charge per light just under \$6.00 per light.
- 12-8-18 - Santa Claus came to the library on Saturday Dec. 8th and read the children “Twas the Night Before Christmas”. Anita Smith read to the children and then moved into the meeting taking pictures of the children with Santa and each child received a candy cane. A breakfast of donuts, juice and chocolate milk was served to 97 children and adults by Debbie Gillam, Maddie Leath and Loreena Baker with Mary Allaman and Sloan Fisher working the circulation counter.
- 12-12-18 – 4th Annual Christmas Sing with 8 singers and 1 Christmas reading with Gillam hosting the Christmas sing. Refreshments were served and a visit from Santa.
- 12-14-18 – Henderson County Board of Review held a hearing on a complaint from Consolidated Grain and Barge Co., to change the complainant’s value to their request their assessment. The board of review voted no changes to be made.
- 12-20-18 – Bookmobile generator oil was changed by Absolute Transportation.
- Building and Maitanance:

Long Term Goals

Short Term Goals

Next meeting is February 4, 2019
at 5:00 p.m.

1 . Call to Order – **Monday, January 14, 2019, at 6:30 p.m. Special Meeting** at the Library.

2. Roll Call

_____ Bates

_____ Eisenmayer

_____ Fisher

_____ Painter

_____ Pullen

_____ Roessler

_____ Russell

3. Rural Development Grant – Illinois Instruction 1942-A A Guide 21. Notice of Public Meeting for the purpose of providing general information to the public regarding the proposed replacement of 4 Five Ton Air Conditioner Units project.