

AUGUST AGENDA

1. Call to Order – **Monday, August 13, 2018**, at 5:00 p.m. at the Library.
2. Roll Call

_____ Bates	_____ Fisher	_____ Roessler
_____ Eisenmayer	_____ Painter	_____ Russell
	_____ Pullen	
3. Auditors, Cavanaugh Davies Blackman & Cramblet, Monmouth, IL,-- came to pick up all of the financial on July 5, 2018 and took to their office to audit .The audit report was delivered on 7-16-18 - Review Audit Report.
4. Minutes of July 2nd meeting.
5. Financial Report for July.
6. Circulation for July.
7. Preliminary Budget & Appropriations Ordinance and Levy for 2018-2019.
8. Annual Financial Report for July 1, 2017 – June 30, 2018 will need treasurer signature.
9. Tax Levy Money for 2018-2019 – received the first installment on
10. Review of prior year’s secretary minutes by two board members – certificate to sign.
11. By-Laws – review vote to approve.
12. Staff –
 - Lisa Miller worked part-time in June and July helping with crafts and the summer reading party.
13. Summer Reading 2018- 207 children were registered; 30 kids on the Bookmobile and 177 kids in the library. 115 of the children met their first reading goal. The party was held Saturday July 21, 2018. The children have read a total of 3,126 books in the library and on the Bookmobile this summer.
14. Building Maintenance and Goals
15. East Window
16. Per Capita Grant Requirements – The Per Capita and Equalization grant application will be available online October 1, 2018, and will be due on January 15, 2019.

FY2019 Requirements

Annual Report — The library must have a current Illinois Public Library Annual Report (IPLAR) on file with the Illinois State Library. The IPLAR deadlines are detailed in the Illinois Compiled Statutes (ILCS):

- For municipal (city, incorporated town, village or township) libraries, the report shall be submitted within 60 days after the expiration of the fiscal year [75 ILCS 5/4-10].
- For public library districts, the report shall be submitted on or before September 1 of each year [75 ILCS 16/30-65].
- Non-compliance/non-submission of the IPLAR is a violation of Illinois library law and jeopardizes a public library's receipt of grant funding from the Illinois State Library. Grants affected include, but are not limited to, Public Library Per Capita and Equalization Aid; Live and Learn Public Library Construction; and Library Services and Technology Act.

Standards Chapter Review — Library staff will review and report on progress in meeting Chapter 8, "Public Services: Reference and Reader's Advisory Services," of "Serving Our Public 3.0: Standards for Illinois Public Libraries, 2014." Review the check list at the end of the chapter, and report on your findings.

Trustees — Will review chapters 6-10 of the "TRUSTEE FACTS FILE THIRD EDITION":

<https://www.cyberdriveillinois.com/departments/library/libraries/pdfs/trusteefacts.pdf>.

Education — Staff and trustees will complete at least one free online education opportunity focusing on meeting the needs the patrons with challenges or disabilities. Providers may include but are not limited to the Illinois State Library, an Illinois Library System, ALA, PLA, ILA and other state libraries.

Outreach — Library staff and trustees will familiarize themselves with services provided by the Illinois Veterans' History Project:

<https://www.cyberdriveillinois.com/departments/library/public/veteransproject.html>.

17. Other –

- 7-11-18 – Brockway tech was here to do routine maintenance and change the filters on the air conditioning units – said everything looks fine.
- 7-21-18 – Held the end of summer reading party with 199 registered to attend. Absolute Science with Rick Brammer, face painting by Laura Anderson, caricature drawing by Bill Douglas, bounce houses by Deliver the Party, tie-dye t-shirts, snow cones, popcorn and lunch.
- 7-25-18 – Our monthly Book Discussion speaker Peggy Ma talking about the life of Mary Englebreight.
- Library has been invited to send flyers to the Health Fair on Wednesday, August 15, 2018.

Next meeting is Sept. 10, 2018 at 5:00 p.m.