

Henderson County Public Library Board of Trustees
January 6, 2020

President Russell called the meeting to order at 4:56p.m. Present were Eisenmayer, Fisher, Painter, Pullen, Russell, and Director Smith and Accounting Clerk Hilligoss. Bates and Roessler were excused.

Pullen moved with a second by Fisher to approve the minutes from the December 2, 2019 meeting. Motion carried.

Financial Report: Current assets are \$362,083.19. Expenses for December were \$18,152.34. Income for December was \$14,904.38. Raritan CD balance is \$54,743.58. Casey State Bank CD #1 balance is \$52,192.65. Casey State Bank CD #2 balance is \$51,547.57. On December 2, 2019 the library received the 4th installment of property tax for FY19-20 in the amount of \$12,701.57 and also on December 2, 2019 the library received the 5th installment of property tax for FY19-20 in the amount of \$77.92.

Prop A: Fisher moved with a second by Painter to approve the financial report. Roll was called and motion carried.

Prop B: Fisher moved with a second by Pullen to renew Casey State Bank CD #1 which comes due on January 10, 2020 for 1 year term at renewal rate. New maturity date is January 10, 2021. The amount of the CD at renewal will be \$52,521.54. Roll was called and motion carried.

Prop C: Painter moved with a second by Fisher to open another CD for \$50,000.00 from the money market account. The new CD will be with Raritan State Bank for an 18 month term and interest rate of 1.90%. Roll was called and motion carried.

Circulation for December

Library checkouts	2869	Bookmobile checkouts	910
Interlibrary loans in	226	Out	303
Total circulation for December	3779		
E-books checkouts	157	E-read Illinois checkouts	19
Library attendance	1250	Bookmobile attendance	351

The 2 high school employees, who are under age 18, and have not worked more than 650 hours during a calendar year, will be paid \$8.00 per hour starting January 1, 2020 per the new minimum wage requirements.

Director Smith submitted the FY2020 Per Capita Grant Application and the FY 2018 Expenditure Report by email on December 18, 2019 to the Illinois State Library.

Illinois Department of Employment Security new contribution rate for the quarters in 2020 will be 0.062%.

FOIA requested from Local Labs, a publisher of Prairie State Wire, data on the libraries elected boards and officials. The data was emailed on December 18, 2019.

360 Gingerbread Houses were decorated with 218 extra people attending and a total of 551 attendants on December 5, 6 and 7, 2019 at the library.

Breakfast with Santa was held on December 14, 2019 at the library with 119 attending.

Record Systems, Inc. from Springfield, Illinois, which does the maintenance and warranty on the Canon Microfilm and Document Scanning equipment is going out of business on January 31, 2020.

Library Days and Dates to remember for 2020 are in each board members binder behind the legal tab.

Burlington Glass came on December 5, 2019 and finished calking the two genealogy room windows and the north window. Project completed.

The Illinois State Library Annual Certification for system membership was submitted by Director Smith on January 6, 2020. This is necessary in order to apply for a grant.

The library received the annual billing, for the fire alarm contract with Johnson Controls Fire Protection. The amount of the bill is \$577.36.

Director Smith is registered to attend the Illinois Library Association Legislative Meet-up Lunch for Western Illinois at the Galesburg Public Library on Friday, February 14, 2020.

Other

- Stacy Anderson bought the T-shirt press for \$50.00
- AARP class is scheduled for Wednesday April 29, 2020 and Thursday April 30, 2020 from 12:30 to 3:30 p.m.
- 3 full time employees will be given one day off in observance of the legal July 4, 2020 holiday which falls on Saturday July 4, 2020.
- 12-7-19 – The Bookmobile was in the Oquawka Lighted Christmas Parade with Cassidy driving, walking was Smith, Allaman, Tee and Sue Bates.
- 12-11-19 – We held the 5th Annual Christmas Sing at the library with 45 in attendance. Debbie Gillam hosted, stories by Melinda Whiteman and Sue Onion. Singing a Christmas song was: Storytime kids, Loreena Baker, Kellsy Scott. Trish Alexander and Mary Susan Collins, Emma Alexander and Mrs. Ben Alexander played and led the group in Christmas songs. The library served refreshments.
- 12-14-19 - Santa Claus came to the library on Saturday Dec. 14th 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 milk was served to 119 children and adults by Brenda Tee, and Mary Allaman with Mary Allaman and Ross Vancil working the circulation counter.

Meeting adjourned at 6:00 p.m.

Next meeting is February 3, 2020

Respectfully submitted,

Sharon Eisenmayer, Secretary