

Henderson County Public Library Board of Trustees

October 14, 2019

President Russell called the meeting to order at 4:55 p.m. Present were Bates, Eisenmayer, Fisher, Painter, Pullen, Russell, Director Smith and Accounting Clerk Hilligoss. Roessler was excused.

Prop A: Eisenmayer moved with a second by Bates to approve the Tax Levy Ordinance Number 19-5 for FY 2019-2020 in the amount of \$280,000.00. Roll was called and motion carried.

Pullen moved with a second by Fisher to approve the September 9, 2019 Special Meeting with Russell Liston. Motion carried.

Bates moved with a second by Painter to approve the September 9, 2019 Special Meeting for the Budget and Appropriation Ordinance 19-4 for FY 2019-2020. Motion carried.

Painter moved with a second by Pullen to approve the September 9, 2019 regular board meeting minutes. Motion carried.

Financial Report: Current assets are \$315,286.37. Expenses for September were \$21,482.65. Income for September was \$9,997.14. Raritan CD balance \$54,467.06. Casey State Bank CD #1 \$51,865.82. Casey State Bank CD #2 \$51,261.77.

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

Circulation: Library checkouts	3599	Bookmobile checkouts	1463
Interlibrary loans in	297	Out	390
Total circulation for September	5062		
E-books checkouts	143	E-read checkouts	26
Library attendance	773	Bookmobile attendance	624

The Raritan Bank CD renewed on October 6, 2019 with a new maturity date of October 6, 2020. The new interest rate is 1.85%.

All libraries are required by administrative rule to complete FY 2019(July1, 2018-June 30, 2019) Illinet Interlibrary Loan and Reciprocal Borrowing Statistical Survey. The survey is to be completed by March 31, 2020. Allaman submitted the survey on August 28, 2019.

On September 23, 2019 the library received the Per Capital Grant check in the amount of \$9,163.75. This is 100% of the payment.

Illinois Library Association conference "Shift Where Will You" is on October 22-24, 2019 at Tinley Park Convention Center, Tinley Park, IL. Director Smith is registered and will split the cost of the hotel with the Director of the Carthage Public Library.

The library received the Application for Authority to Dispose of Local Records on August, 6, 2019 from the Illinois State Archives, Local Records Retention. The Records Disposal Certificate was received on September 3, 2019. The library can begin to dispose of items listed on the certificate on November 22, 2019

Director Smith completed and emailed the Workers Comp Audit from Pekin Insurance Company on September 14, 2019.

The Per Capita and Equalization grant application became available on October 1, 2019 and will be due on January 15, 2020. The board completed the Standards Chapter Review of Chapter 3 "Personnel, "Serving Our Public 3.0: Standards for Illinois Public Libraries, 2014. The board also viewed and discussed the content of the following web sites for Outreach: Digital Public Library of America and the Illinois Digital Archives.

Burlington Glass needs to caulk the north windows and 2 windows in the genealogy room.

Other –

- Book Sale is being held Sept. 23 – Sept. 28th.
- 9-10-19 – Henderson County Genealogy Society purchased a Book Cart to house in the genealogy/family history room. Baker made labels and attached to the cart. Patrons are to put items back on the cart when they are finished and staff will shelve them.
- 9-11-19 and 9-12-19 – Held AARP Smart Driver Course held over two afternoons 12-4 with four in attendance. We set the date for the next course to be held Wednesday, April 15, 2020 and Thursday, April 16, 2020 from 12:30 pm – 4:30 pm.
- 9-17-19 – Director Smith attended webinar "Space Planning"
- 9-18-19 Book Discussion group September speaker was Johanna Defenbaugh, owner of Willow Creek Aquaponics of rural Kirkwood, Il. with 26 in attendance.
- 9-20-19 – Director Smith typed a letter of acceptance and sent to Russell Liston. The board voted to accept his volumes of 70 plus binders of Henderson County History.
- 9-24-19 – Director Smith attended the webinar "Assessment in Technical Services".

Meeting adjourned at 6:25 p.m.

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

Respectfully submitted,

Sharon Eisenmayer, Secretary