

Henderson County Public Library Board of Trustees

February 3, 2020

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

The board met with Accounting Clerk Denny Hilligoss.

Roessler moved with a second by Fisher to approve the minutes from the January 6, 2020 meeting. Motion carried.

Financial Report: Current assets are \$341,807.57. Expenses for January were \$21,061.53. Income for January was \$1,206.04. Raritan CD #1 balance \$54,829.66. Raritan CD #2 balance \$50,000.00. Casey State Bank CD #1 balance \$52,521.54, Casey State Bank CD #2 balance \$51,547.57.

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

Circulation for January

Library checkouts	4054	Bookmobile checkouts	1403
Interlibrary loans in	394	Out	451
Total circulation for January	5457		
E-books checkouts	194	E-read Illinois checkouts	11
Library attendance	717	Bookmobile attendance	602

Staff member Brenda Tee is interested in teaching a computer class.

IMRF Contribution rate for YR 2020 will be 16.44%.

Board President Russell signed the Certification of Status of Exempt Property.

The Director did not send the Bookmobile on Saturday January 11, 2020 to Terre Haute, Lomax and Carman due to the weather conditions of ice and predicted snow. The library was open.

Prop B: Fisher moved with a second by Bates to purchase a 2 year Platinum subscription for TumbleBook Library which covers a library with a single location and access for West Central CUSD 235. The cost is \$799.20 per year. Motion carried.

Brockway came on January 21, 2020 and replaced a capacitor on the inducer motor for that furnace. Meeting room temps were 67 degrees before replacement.

Director Smith completed the Open meetings Act and FOIA training on January 31, 2020. Director Smith is the Open Meeting Act designee and the FOIA officer.

A sample of the Library Survey was sent to the board members to fill out. The final survey should be completed soon.

Director Smith, Allaman, Baker and Tee will be attending RSA Day on Thursday March 19, 2020 from 9 a.m. to 3 p.m. in Washington, IL. Hilligoss will keep the library open that day. RSA covers the cost of lunch with the workshop.

Reaching Forward South conference is Friday March 20, 2020 in Champaign, IL from 8 a.m. to 4 p.m. Director Smith is registered to attend.

Library Trustee positions and terms

President – Diana Russell, April 2024

Vice President – Thomas Pullen, April 2021

Secretary – Sharon Eisenmayer, April 2022

Treasurer – Judy Roessler, April 2022

Charleen Fisher, April 2022

Jennifer Painter, April 2021

Susan Bates, April 2024

Steve Futrell, ERate Funding Solutions filed the E-Rate FY July 1, 2020 – June 30, 2021 FCC Form 471 #191002512 application for funding for category 1 – Internet Service on January 29, 2020.

The board reviewed the Disaster Plan.

Western Illinois Library Legislative Meet Up is Friday February 14, 202 at Galesburg Public Library from 11:30 a.m. to 1:30 p.m. Director Smith is registered to attend. Trustees are also welcome to attend.

Other –

- Coral Sietz from Riverbanks Fabric and More will be the speaker on Wednesday February 19, 2020 for Cookies Conversation and More at 10:00 a.m.
- On March 19, 2020 at 10:00 a.m. Carrie Thacker will be speak on self wellness for Cookies Conversation and More.
- 1-2-20 – Brockway tech performed PM on the furnaces, changed furnace filters and checked the thermostats.
- 1-9-20 – Director Smith attended webinar RSA Database and RSA Circulation meetings.
- 1-15-20 – Director Smith joined the zoom meeting for the ILA Small and Rural Libraries Forum. This was the first meeting of the newly formed group to establish what the group wants to

accomplish, draft bylaws, conference program ideas. Cyndi Robinson, ILA set up a google group for all that are members of this group to communicate.

- 1-16-20 – Bookmobile to Absolute Transportation oil change for the generator.
- 1-20-20 & 1-22-20 – Director Smith viewed the recorded webinar of the RAILS Member Meeting. Director give report.
- 1-22-20 – Received a letter asking to use our meeting room as a polling place for the March 17, 2020 Primary Election.
- 1-20-20 – RSA upgraded Workflows
- 1-30-20 – Director Smith viewed the Census 2020 webinar
- Can we move the June 1st meeting to June 8, 2020?

Meeting adjourned at 6:35 p.m.

Next meeting is March 2, 2020 at 5:00 p.m.

Respectfully submitted,

Sharon Eisenmayer, Secretary