

Henderson County Public Library Board of Trustees Meeting

April 1, 2019

President Russell called the meeting to order at 4:57 p.m. Present were Bates, Eisenmayer, Fisher, Pullen, Roessler, Russell, Director Smith and Accounting Clerk Hilligoss. Painter was excused.

The board met with staff member Mary Allaman. Mary works as an assistant to Director Smith. She did not have any suggestions at this time.

Pullen made a motion with a second by Fisher to approve the March 4, 2019 corrected board meeting minutes. Motion carried.

Financial Report: Current assets are \$275,772.04. Expenses for March were \$20,922.10. Income for March was \$3716.18. Raritan CD balance \$53,812.06. Casey State Bank CD#1 balance \$51,230.85. Casey State Bank CD#2 balance \$50,621.78.

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

The board reviewed proposed salary changes because of the new minimum wage.

A financial committee was formed with Director Smith, Accounting Clerk Hilligoss, Pullen, Roessler and Russell serving on this committee.

Circulation: Library checkouts	3427	Bookmobile checkouts	1293
Interlibrary loans in	276	Out	391
Total circulation for March	4720		
E-books checkouts	145	E-read Illinois checkouts	9
Library attendance	861	Bookmobile attendance	585

On March 18, 2019 the library received the award letter from Jesse White, Secretary of State of Illinois, for the FY2019 Illinois Library Per Capita Grant in the amount of \$9,163.75.

Board President Russell signed and dated the Certificate of Status of Exempt Property.

Staff: Lisa Miller will work this summer for June and July for the summer reading program.

Fisher moved with a second by Bates to approve the job descriptions. Motion carried.

Eisenmayer moved with a second by Pullen to approve the following policies: Collection Management, General Operations, Hours of Operation, Library Materials, Local Records Retention, Patron Registration and Test Proctoring. Motion carried.

Pullen moved with a second by Fisher to approve the updated Disaster Plan. Motion carried.

Fisher made a motion with a second by Bates to support the following intellectual freedom statements: American Library Association Freedom to View Statement, American Library Association Library Bill of Rights, and American Library Association Freedom to Read Statement. Motion carried.

The west windows in the entryway will need work in the future. All windows need to be caulked and washed inside and out.

Director Smith provided us with a list of long term goals with costs. This information was needed for our application for the Rural Development Grant.

The board positions will remain the same for FY 2019-2020.

Other –

- AARP will use the meeting room on September 11 & 12, 2019 from 12:00 p.m. to 4:00 p.m. for a driver's education course.
 - 3-6-19 – Oquawka Headstart came to visit the library. They had 18 students and we divided them into two groups, Director Smith held storytime and songs and Mary Allaman made a craft with the children.
 - 3-6-19 – Director Smith was invited to West Central Elementary School where Mrs. Charlotte Ackermann presented the Henderson County PL with a check for \$86.00 from the pennies collected for kindergarten.
 - 3-19-19 – Stained Glass window in memory of Art Kane was delivered and hung in the north window. Starlight Art Glass Studio bill was \$374. We will get a placque engraved to place on the bottom of the window stating: Arthur Kane Board of Trustee July 10, 1978 – April 3, 2016.
 - 3-21-19 – RSA Day held at Peoria PL Main Branch .Director Smith and Allaman attended.
 - Fancy Nancy Tea Party will be held Saturday, April 13, 2019 at 2pm. We have 16 table hostesses.
 - Summer reading begins May 28 – July 20, 2019, the theme is "Showtime at your Library". Donation list of items for crafts is on the front counter.

Meeting adjourned at 6:16 p.m.

Next meeting is May 6, 2019 at 5:00 p.m.

Respectfully submitted,

Sharon Eisenmayer, Secretary