

Henderson County Public Library Board of Trustees

May 6, 2019

President Russell called the meeting to order at 5:00 p.m. Present were Bates, Eisenmayer, Painter, Russell, Director Smith and Accounting Clerk Hilligoss. Fisher, Pullen and Roessler were excused.

Bates made a motion with a second by Painter to approve the April 1, 2019 board meeting minutes. Motion carried.

Financial Report: Current assets are \$259,112.99. Expenses for April were \$18,532.05. Income for April was \$1,873.00. Raritan CD balance \$53,921.86. Casey State Bank CD #1 balance \$51,544.55. Casey State Bank CD #2 balance \$50,621.78.

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

Prop B: Bates moved with a second by Painter to move \$2,000.00 from Equipment Purchase line item to Administration line item under the expenses. Roll was called and motion carried.

Circulation: Library checkouts	3582	Bookmobile checkouts	1407
Interlibrary loans in	321	Out	325
Total circulation for April	4989		
E-books checkouts	170	E-read Illinois checkouts	11
Library attendance	1050	Bookmobile attendance	596

The board mileage checks for the year were mailed to board members.

The minutes from the finance committee were reviewed.

The board reviewed the staff salary proposals for FY 2019-2020. The board will vote on the staff salaries at the June 3, 2019 meeting.

The library received the preliminary notice of IMRF contribution rate for calendar year 2020 which is 16.44%.

The estimate for caulking all the windows, removing the large section of upper windows above the west doors and adding sill pan and reinstalling, as well as re-caulk the roof windows from Burlington Glass is \$5,700.00.

Prop C: Eisenmayer made a motion with a second by Bates to move \$3,400.0 from line item insurance to line item building repair & maintenance. Roll was called and motion carried.

Brockway Company was here on April 22, 2019 to do the preventative maintenance on the air conditioner units

Prop D: Painter made a motion with a second by Bates to hire attorney Philip Lenzini to help with the Budget & Levy and the Budget and Appropriations Ordinance this year. Roll was called and motion carried.

The copy machine annual renewal maintenance contract with Office Specialist will expire on May 30, 2020 and we will renew the contract.

Tumblebooks subscription renewal is February 8, 2019 to February 9, 2020 with the subscription paid.

The library will be using Swank Movie Licensing USA to provide the movies shown at the library. The cost is \$425.00 from June 1, 2019 through July 31, 2020.

Premium Quality Lighting gave the library an estimate of \$4,360.00 for new LED bulbs. Ameren rebate would be \$2,150.00 so the cost would be \$2,210.00 to the library. The library currently spends \$3,807.47 per year for lighting. After LED bulbs would be installed the cost per year for lighting would be \$951.58.

Other –

- AARP Safe Driving Class will be September 11 & 12, 2019 from noon to 4 p.m. each day.
- The library is purchasing a \$50.00 Putnam Museum Library membership pass. The pass can be checked out for 6 days and includes general admission for up to 5 people.
- Director completed the 2019 Library Survey: A Survey of Compensation and Benefits for Library Personnel with Management Associations.
- 4-3-19 – Allied Pest performed the semi- annual preventative maintenance.
- 4-11-19 – Director Smith listened to the RAILS Member Update Webinar.
- 4-13-19 – The 11th Annual Fancy Nancy Tea Party was held with 144 attendees, 13 table hostesses covering 19 tables, 4 adult volunteers, 3 middle school girls, and 8 staff members. Miss Blackhawk Valley Gabi Lenger and Miss Blackhawk Valley Outstanding Teen Emma Widick each sang a song, the Henderson County Fair Queens Kaitlyn Kane, Lexi Kane and Kenzley Winters read two books.
- 4-17-19 – Marcia Morgan, Roseville spoke to our Book Discussion group with 16 in attendance. Marcia spoke about the Canteen in North Platte, Nebraska and World War II. She also mentioned the book Once Upon a Town by Bob Greene.
- 4-19-19 – Director Smith attended the Rural Director Meeting held at the Brimfield PL, the guest speaker was Phil Lenzini our attorney.
- 4-25-19 – The generator oil was changed on the Bookmobile at Absolute Transportation.

- May 14, 2019 we will have a picnic after story time to celebrate our fall/spring story time sessions.
- The class trip for the West Central Elementary Kindergarteners will be Tuesday May 21, 2019 and will be here at the library from 8:45 – 9:45am.
- Summer Reading begins May 28, 2019 through July 20, 2019. The theme for this year is “It’s Showtime at Your Library!” Flyers will be sent to West Central Elementary and the Middle Schools, and Headstart. We are holding a kick-off for summer reading on Tuesday May 28, 2019, crafts will be 9-12 and storytime at 10:00.

Meeting adjourned at 6:45 p.m.

Next meeting is June 3, 2019 at 5:00 p.m.

Respectfully submitted,

Sharon Eisenmaryer, Secretary