

Henderson County Public Library Board of Trustees

August 5, 2019

Vice President Pullen called the meeting to order at 5:03 p.m. Present were Bates, Eisenmayer, Fisher, Pullen, Painter, Director Smith and Accounting Clerk Hilligoss, Roessler arrived at 5:30 p.m. Russell was excused.

The board reviewed the Audit Report completed by Cavanaugh, Davies, Blackman & Cramblet, Monmouth, IL.

Fisher made a motion with a second by Painter to approve the July 8, 2019 board meeting minutes. Motion carried.

Financial Report: Current assets are \$325,727.72. Expenses for July were \$46,225.19. Income for July was \$148,955.76. Raritan CD balance \$54,245.47. Casey State Bank CD#1 balance \$51,865.82. Casey State Bank CD#2 balance \$50,940.77.

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

Circulation: Library checkouts	4063	Bookmobile checkouts	929
Interlibrary loans in	297	Out	336
Total circulation for July	4992		
E-books checkouts	170	E-read Illinois checkouts	13
Library attendance	1395	Bookmobile checkouts	301

FY 2019-2020 Preliminary Budget & Appropriations Ordinance was reviewed by the board.

The treasurer of the board signed the Annual Financial Report for FY 2018-2019.

The Library received the first installment of the Tax Levy for FY 2019-2010 on July 16, 2019. The amount was \$147,047.97.

Bates and Russell signed the certificate for the review of the secretary minutes for FY 2018-2019.

Fisher made a motion with a second by Painter to reimburse the bookmobile driver a stipend of \$10.00 each month for personal cell phone use. Motion carried.

The Personnel Policy was reviewed and an addition was added to reimburse the bookmobile driver a stipend of \$10.00 per month for use of personal cell phone.

Brockway installed the 3 new 5 ton air conditioner units on July 10, 11 and 17, 2019. On July 25, 2019 preventative maintenance was completed along with furnace filters changed.

Director Smith has submitted the seven final forms required to complete the Rural Development Grant. The Library received the notice that the funds will be deposited on August 5, 2019.

Burlington Glass completed the caulking of the upper west and south windows on July 10, 11 and 18, 2019. They will return to finish caulking the rest of the windows.

LED light bulbs were delivered on July 15, 2019. Bigger Electric will install lights soon.

The Summer Reading Program party was held on July 20, 2019 at the library. A total of 242 children participated in the program reading 4,135 books. As an incentive for reading lots of books, Director Smith was taped to the wall.

On Tuesday July 23, 2019 CCS installed the Brother black ink printer and 4 new CPU computers.

Other –

- 7-2-19 – U.S. Census recruiter was at the library from 8:30-11:30am helping fill out job applications.
 - 7-2-19 – Donna Painter taught the two storytime groups some of the YOGA exercises.
 - 7-3-19 – Took the Bookmobile to Absolute Transportation to have the engine oil and generator oil changed.
 - 7-9-19 – Cherry Simmons held an acrylic painting class with 5 children.
 - 7-17-19 – A West Central HS student needed to do 10 hours of community service, she worked 7-17 for 6 hours and 7-19 for 4 hours.
 - 7-24-19 – Director Smith attended a IMRF Pre-Retirement Workshop in Moline, IL.
 - 7-25-19 – No RAILS delivery on this day as they hold staff training for delivery personnel.
 - 7-31-19 – Director Smith will attend a webinar on Census 2020.
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- The U.S. Census recruiter will be at the library on September 18, 2019 from 9:30 to 11:30 a.m. to help fill out job applications.
 - On Thursday November 14, 2019 the RSA will be holding a circulation workshop at the library from 1:00 p.m. to 4:00 p.m.
 - AARP will be holding a safe driver's course on September 11th and 12th, 2019 from noon to 4:00 p.m. each day.

Meeting adjourned at 6:51 p.m.

Next meeting is September 9, 2019 at 4:00 p.m.

Respectfully submitted,
Sharon Eisenmayer, Secretary

