

MAY 2019 AGENDA

1. Call to Order – **Monday, May 6, 2019**, at 5:00 p.m. at the Library.
2. Roll Call

_____ Bates	_____ Fisher	_____ Roessler
_____ Eisenmayer	_____ Painter	_____ Russell
	_____ Pullen	
3. Minutes of April 1st meeting.
4. Financial Report for April.
5. Line Item Move \$2000.00 from Equipment Purchase to line item Administration under the Expenses.
6. Circulation for April.
7. Board Mileage – checks for the year were mailed.
8. Finance Committee report and minutes from the 4-16-19 meeting. All meetings require an agenda posted and minutes kept.
9. Staff -
 - Review staff salaries 2019-2020.
10. IMRF – Preliminary Notice of IMRF Contribution Rate for Calendar Year 2020 – 16.44%.
11. Burlington Glass – caulking of all windows estimate.
12. Brockway – Service tech was here 4-22-19 to do the preventative maintenance on the air conditioner units.
 - Two units needed capisitors replaced. 1-Condensor fan motor and 2- Compressor.
 - Unit #4 Furnance Blower had a blown motor fuse, noisy and began to slow down amp draw getting warm Needs blower motor replaced.
13. RAILS Lawyer – Philip Lenzini, Peoria, IL.
 - Do you want Phil to help Henderson County PLD with our Budget & Levy, and The Budget and Appropriations Ordinance again this year?
14. Copy Machine annual renewal maitenance contract – Office Specialist the annual maintenance agreement contractor for the SHARP MX-2616N copier, will expire on May 30, 2020. The new rate for the MX-2616N copier has been established at \$.0135 per black & white copy and \$.0675 per color copy, which includes all labor, parts (including drums) and supplies (toner and developer), excluding paper and staples. They contact us the last week of

each month to obtain the current meter reading. We are invoiced for our actual monthly copies, less any applicable service copies.

15. Tumblebooks – Subscription renewal February 8, 2019 – February 9, 2020 - \$999.00. We purchased the Platinum edition last year so the HCPL and the West Central Elementary School could use through us.
16. Movie License – Swank Movie Licensing USA is running a special for libraries for a one year movie license – if you choose start date of June 1st, you will receive 2 free months added to the end of the license so it will run until the end of July next year, covering us for two summers filled with unlimited movie events. The annual license option is for indoor showings at the library for \$425.
17. Premium Quality Lighting - 4-18-19 – Kent Wilson of Premium Quality Lighting, Burlington Iowa came to talk to the Director about changing the inside lighting to LED lights. He came on 4-19-19 and conducted a free audit that he will send into Ameren Energy. Premium Quality Lighting will provide the materials and then we can have our electrician install or they would do it for us. He doesn't think we will have to change our fixtures.
18. Other –
 - 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.

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

