

Henderson County Library Board of Trustees  
June 7, 2021

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

Pullen moved with a second by Painter to approve the minutes with corrections from the May 3, 2021 meeting. Motion carried.

Financial report: Current assets are \$337,648.62. Income for May was \$2,194.46. Expenses for May were \$26,248.59. Raritan CD#1 balance \$55,855.34. Raritan CD#2 balance \$51,281.04. Bank of Stronghurst CD #1 balance \$52,715.98. Bank of Stronghurst CD#2 balance \$53,379.49.

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

Prop B: Pullen moved with a second by Bates to move Budgeted Line Items from Equipment Line Item in the amount of \$2,500.00 to: \$500.00 into Employer Medicare, \$1,500.00 into Employer SS and \$500.00 into Gross Payroll. Roll was called and motion carried.

Circulation for May

|                       |      |                           |     |
|-----------------------|------|---------------------------|-----|
| Library checkouts     | 2080 | Bookmobile checkouts      | 667 |
| Interlibrary loans in | 272  | Interlibrary loans out    | 275 |
| Total circulation     | 2747 |                           |     |
| E-books checkouts     | 226  | E-read Illinois checkouts | 24  |
| Library attendance    | 511  | Bookmobile attendance     | 121 |
| Curbside attendance   | 8    |                           |     |

Prop C: Painter moved with a second by Pullen to approve Staff salaries as printed for FY 2021-2022. Roll was called and motion carried.

Prop D: Bates moved with a second by Pullen to approve the Preliminary working Budget for FY 2021-2022. Roll was called and motion carried.

Prop E: Painter moved with a second by Pullen to renew Raritan CD#2 for 18 months with a rate of .65%. Raritan CD#2 matures on July 9, 2021. Roll was called and motion carried.

Eisenmayer moved with a second by Fisher to approve Ordinance No 21-1 which lists the Library Board of Trustees' meeting dates for the FY 2021-2022 including the time and location. Motion carried.

Bates moved with a second by Eisenmayer to approve Ordinance 21-2 which is Non-Resident Card Fee for FY 2-21-2022. The fee amount is \$79.00. Motion carried.

On May 4, 2021 Director Smith submitted all the forms for the preapplication of the Rural Development Grant. On May 27, 2021 Director Smith and Russell had a conference call with Lynn Anderson for the application conference.

Simpson Cleaning cleaned the mold on the east side of the ceiling and painted the area with kilz.

Director Smith and Allaman continue to work with the project manager of Vervocity on the development of the new website. Pictures will be taken of the library for the website.

The SWANK movie license for \$364.00 has been paid through RAILS. The license was paid through RAILS so that the library received a discount. License Fee term is January 2, 2021 through December 31, 2022.

On May 18, 2021 the library purchased a new laptop from CCS Computer Services. The laptop cost was \$815.00 featuring a Lenovo 17" screen, i7, 8GB, SSD drive with intel high definition graphics, camera and microphone.

Summer Reading is from May 25, 2021 through July 17, 2021. READsquared app will be used to log book titles and paper log books will be available to those not using the app. Summer Reading Flyers were delivered to the West Central Elementary and Middle School. T-shirt order forms from Goff Screen Printing were sent in the flyers. On June 9 and 10, 2021 stepping stones will be the craft activity. Tie-dying t-shirts are scheduled for June 23 and 24, 2021 and coasters will be made on July 9, 2021.

On May 4, 2021 West Central Elementary School presented Director Smith with a check for \$662.23. The kindergarten class collected change from the whole school.

Steve Futrell of E-Rate Funding Solutions, LLC informed the library the E-Rate FY 20 (July 2, 2020 – June 30, 2021) application for Category 1- Internet Service has been fully funded. The library will receive an 80% discount on the internet bill in the amount of \$1,406.30.

Bates and Fisher have volunteered to review the Secretary's minutes for FY July 2020- June 2021.

Other –

- 5-3-21 – Director Smith attended the webinar “2020 Census”.
- 5-4-21 – Demco children's furniture was delivered 6 pieces with 2 more pieces to be delivered next week.
- 5-6-21 – Director Smith completed the Sexual Harassment Manager's Training online.
- 5-6-21 – Director Smith attended webinar “The Road to Reading Starts at the Library!”

- 5-6-21 – Director Smith attended zoom meeting “West Central Elementary School Kindergarten Transition Parent Night”. Director spoke to the teachers and parents about the library and summer reading.
  - 5-6-21 – Virtual zoom event with author “Alex Kotlowitz”.
  - 5-7-21 – Director Smith attended the final Reaching Forward Illinois webinars
  - 5-11-21 – Director Smith attended the RAILS Strategic Planning webinar
  - 5-11-21 – Director Smith and Tee attended the RSA User Group meeting.
  - 5-26-21 – Director Smith attended the Disaster Planning webinar
  - 5-27-21 – Virtual Zoom event with author Temple Grandin
- The bookmobile will be going to Media during the summer.

Meeting adjourned at 6:30 p.m.

Next meeting is July 12, 2021 at 5:00 p.m.

Respectfully submitted

Sharon Eisenmayer, Secretary