

Henderson County Library Board of Trustees

August 9, 2021

President Russell called the meeting to order at 4:58 p.m. Present were Eisenmayer, Pullen, Roessler, Russell, Director Smith and Accounting Clerk Hilligoss. Bates, Fisher and Painter were excused.

Preliminary Budget and Appropriations Ordinance 21-3 FY 2021-2022 action was tabled until the September meeting.

On August 3, 2021 Director Smith delivered the financials to the office of Cavanaugh Davies Blackman and Cramblet of Monmouth, IL to complete the audit.

Pullen moved with a second by Roessler to approve the minutes from the regular meeting on July 12, 2021. Motion carried.

Roessler moved with a second by Pullen to approve the minutes from the special meeting on July 12, 2021. Motion carried.

Financial report: Current assets are \$449,062.37. Income for July was \$166,252.22. Expenses for July were \$28,827.17. Raritan CD#1 balance \$55,930.06. Raritan CD#2 balance \$51,444.13. Bank of Stronghurst CD#1 balance \$52,862.14. Bank of Stronghurst CD#2 balance \$53,446.03.

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

On July 26, 2021 the library received the first installment of the FY2021-2022 property tax levy for \$164,859.28.

Circulation for July

Library checkouts	2496	Bookmobile checkouts	561
Interlibrary loans in	248	Interlibrary loans out	400
Total circulation	3027		
E-books checkouts	16	E-read Illinois checkouts	30
Library attendance	743	Bookmobile attendance	142
Curbside attendance	2	New users	4

The treasurer signed the annual financial report for July 1, 2020 – June 30 2021.

Director Smith submitted the final forms for the Rural Development Grant. The board decided to order the replacement furnaces now to avoid a price increase.

Prop B: Eisenmayer moved with a second by Roessler to join Find More Illinois with a onetime fee of \$100.00 and an annual membership fee of \$400.00. Roll was called and motion carried. SHARE IL(a free service) through RAILS will be discontinuing support for this service and the website will be going offline October 30, 2021.

Director Smith took two IBM typewriters to J & S Electronics, Burlington, Ia. for repair.

The president and secretary of the Henderson County Public Library District signed the intergovernmental agreement between West Central CUSD #235. The purpose of this agreement is so that the Henderson County Public Library District can issue library cards to teachers that live outside of the district and therefore are considered non-residents. On July 21, 221 West Central CUSD #235 signed the agreement and returned the agreement to Director Smith.

On July 1, 2021 Bob Lionberger, CCS Computer Services came to change IP address on computers and printers with the new internet service MTC. MTC is working to get the WiFi to reach the entire parking lot.

Director Smith and Allaman viewed the new website design from Vervocity on July 7, 2021. All staff have viewed the new website homepage and Director Smith has given the list of ideas and changes to the Vervocity team.

On July 17, 2021 lunch was served outside from 10:00am to 12:00 p.m. for the end of Summer Reading 2021. 154 attended the lunch. There were 10 bubble stations set up with Rick Brammer, caricature drawings by Bill Douglas and Fields of Fun with a slide, obstacle course and trackless train. 149 children were registered for summer reading and 105 children met their first reading goal. A total of 170,457 pages were read by three age groups: 0-8, 9-11 and 12-15.

The board reviewed the HR source 2021 Survey Report, a survey of compensation and benefits especially for libraries.

On July 14, 2021 Director Smith submitted the IPLAR online electronically.

RAILS requires all member libraries to count outgoing items being picked up for delivery. The library will be completing this from Monday August 9, through Friday August 13, 2021.

Other –

- Our ERATE consultant Steve Futrell has submitted the forms for the Emergency Connectivity Fund to purchase 3 hotspots and data plan for patrons to check out.
- Illinois Department of Natural Resources will be sending the library one wild mammal trunk. The trunks are large plastic tubs with material tools for teaching. The trunk will be available for checkout.

- Four WiFi adapters were purchased for staff computers from Bob Lionberger, CCS Computer Services.
- OCI returned the yearbooks. Allaman has uploaded the yearbooks to the library website.
- A storage cart for STEM supplies was purchased with West Central pennies.
- The book sale will be outside weather permitting on September 23, 24 and 25, 2021.
- 7-14-21 – Allied Termite & Pest Control performed the semi- annually pest control.
- 7-17-21 – Took the Bookmobile to Absolute Transportation to have the engine oil and generator oil changed. Rotate the tires.
- 7-20-21 – Brockway Inc. Co. service tech changed the filters and preventative maintenance.
- 7-30-21 – Jim’s Lock & Safe tech was called to work on the front southwest door as staff kept having trouble getting the door to lock and then the key would not come out. Director Smith had him also look at the workroom door handle and it will need to be replaced.

Meeting adjourned at 6:43 p.m.

Next meeting is September 13, 2021 at 5:00 p.m.

Respectfully submitted,

Sharon Eisenmayer, Secretary