

JANUARY 2020 AGENDA

1. Call to Order – **Monday, January 6, 2020**, at 5:00 p.m. at the Library.
2. Roll Call

_____ Bates	_____ Fisher	_____ Roessler
_____ Eisenmayer	_____ Painter	_____ Russell
	_____ Pullen	
3. Minutes of December 2nd meeting.
4. Financial Report for December.
5. Casey State Bank CD \$52,521.54 comes due Jan. 10, 2020. It will roll over automatically with renewal. The new renewal date will be 1/10/21. The interest rate and annual percentage yield will be available on 1/10/20.
6. CD – Do you want to open another CD? If so, how much do you want to move?
7. Circulation for December.
8. Employees – Minimum wage increase
Employees - \$15 minimum wage from the current \$8.25. The wage will rise for those 18 of age and older on:
 - January 1, 2020 to \$9.25
 - July 1, 2020 to \$10
 - January 1, 2021 to \$11
 - January 1, 2022 to \$12
 - January 1, 2023 to \$13
 - January 1, 2024 to \$14
 - January 1, 2025 to \$15Beginning on January 1, 2020, employees under 18 years of age who have not worked more than 650 hours during a calendar year will be paid:
 - \$8 per hour from January 1, 2020 through December 31, 2020
 - \$8.50 per hour from January 1, 2021 through December 31, 2021
 - \$9.25 per hour from January 1, 2022 through December 31, 2022
 - \$10.25 per hour from January 1, 2023 through December 31, 2023
 - \$12 per hour from January 1, 2024 through December 31, 2024
 - \$13 per hour on and after January 1, 2025.
9. Per Capita Grant Application – Director Smith submitted the FY2020 Per Capita Grant Application and the FY2018 Expenditure Report by email on Dec. 18, 2019.

10. Illinois Department of Employment Security – Rate Determination for the NEW Contribution Rate for the quarters in 2020 will be 0.0625%.

11. FOIA request on 12-18-19 from Local Labs a publisher of Prairie State Wire, an online publication that reports on and informs the public about local government activities. They requested data on the library elected boards and officials. Requesting data points: Name, Term start date, Term end date, Salary and Email Address. The information was emailed on 12-18-18 at 2:47pm.

12. Stats from Gingerbread House Decorating Days held: Dec. 5, 6 and 7th.

	Houses	People	Total
Take Out	27		
Wednesday	4	3	
Thursday	148	89	237
Friday	113	86	199
Saturday	68	40	108
Tuesday	12		
Total	360	218	551

12 houses left and Director Smith took them to Oakwood Estates on Tuesday, Dec. 17th and Mrs. Ensminger and a few West Central Middle School students came to decorate with the residents. Donations of \$100.and the Income vs Expenses.

13. Stats from Breakfast with Santa held: Dec. 14th
63 children and 56 adults = 119 attended

14. Record Systems, Inc. has a 1 year maintenance contract/warranty on the Canon Microfilm and Document Scanning equipment for Jan. – Dec. 2020. New contract for 2020.

15. Library Days and Dates to Remember 2020.

16. Burlington Glass came on 12-5-19 to finish caulking the two genealogy room windows and the north window. This completes this project.

17. Illinois State Library Annual Library Certification Process -
Beginning in January 2 – March 31, 2020, every library agency must certify annually in order to be a system member. Membership in a library system is acknowledged by Administrative Rule as either developmental or full, and is required in order to qualify for system services and programs/services from the Illinois State Library. This change, based on statute, is found in the following language: Illinois libraries “shall complete, on an annual basis, the certification process required for library system membership in order to apply for a grant” (Illinois Administrative Code, 23 Ill. Adm. Code 3030.200).

18. Johnson Controls Fire Protection (Tyco Simplex Grinnell) – Annual billing for the Fire Alarm Contract which provides testing and inspection of this system. All parts and service calls are billable. - \$577.36.

19. Illinois Library Association Legislative Meet-up Lunch for Western Illinois will be held at the Galesburg Public Library on Friday, February 14, 2020 from 11:30 am – 1:30 pm \$25 per person. Director Smith is registered. If any trustee would like to attend, please let Director Smith know.

20. Other –

- 12-7-19 – The Bookmobile was in the Oquawka Lighted Christmas Parade with Cassiday driving, walking was Smith, Allaman, Tee and Sue Bates.
- 12-11-19 – We held the 5th Annual Christmas Sing at the library with 45 in attendance. Debbie Gillam hosted, stories by Melinda Whiteman and Sue Onion. Singing a Christmas song was: Storytime kids, Loreena Baker, Kellsy Scott. Trish Alexander and Mary Susan Collins, Emma Alexander and Mrs. Ben Alexander played and led the group in Christmas songs. The library served refreshments.
- 12-14-19 - Santa Claus came to the library on Saturday Dec. 14th and read the children “Twas the Night Before Christmas”. Anita Smith read to the children and then moved into the meeting taking pictures of the children with Santa and each child received a candy cane. A breakfast of donuts, juice and milk was served to 119 children and adults by Brenda Tee, and Mary Allaman with Mary Allaman and Ross Vancil working the circulation counter.
- Building and Maitanance:
Long Term Goals Short Term Goals

Next meeting is February 3, 2020
at 5:00 p.m.