

Henderson County Public Library Board of Trustees

November 4, 2019

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

Bates moved with a second by Pullen to approve the minutes from the October 14, 2019 meeting.

Motion carried.

Financial Report: Current assets are \$382,316.79. Expenses for October were \$20,407.61. Income for October was \$87,438.03. Raritan CD balance is \$54,574.60. Casey State Bank CD#1 balance is \$52,192.65 and CD#2 balance is \$51,261.77.

Property Tax 3rd Installment was received in the amount of \$85787.66 Replacement tax was received in the amount of \$965.54.

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

Circulation for October:

Library checkouts	4228	Bookmobile checkouts	1710
Interlibrary loans	In 368 Out 429		
E-books checkouts	188	E-read Illinois checkouts	27
Library attendance	877	Bookmobile attendance	832

The Library closed dated for 2020 are Jan. 1, May 25, July 4, Sept. 7, Nov. 26, Dec. 24, 25, and 31.

The Gingerbread House Decorating dated are	Thurs. Dec. 5 th	1 p.m.-8 p.m.
	Fri. Dec 6 th	1 p.m.-8 p.m.
	Sat. Dec. 7 th	8 a.m. – 12 noon

Director Smith will begin assembling houses Monday, Nov. 18 from 9 a.m.-5 p.m. with help from volunteers and staff.

Smith reported on the Illinois Library Association Conference she attended from Oct. 22-24, 2019.

Opportunities for Community Outreach by staff and board members are the Stronghurst Christmas Walk on November 22 from 5p.m. – 7 p.m. and the Christmas Parade on Dec. 7 in Oquawka at 5 p.m.

Director Smith and the board reviewed chapters 12-15 of the Standards Review and Trustees Facts File

To meet the requirements for the per capita grant.

The Library will begin registering kids for the Dolly Parton Imagination Library.

On August 30, 2019 the Record Systems tech was at the library to do the Preventative Maintenance on the microfilm scanner printer.

On October 1, 2019 , Brockway tech performed the Quarterly Preventative Maintenance on the furnaces.

On October 1, 2019 " Dot, the Storyteller", hosted by the ROE, read to the children at storytime. Allaman served refreshments.

Bookmobile had the switch on the generator fixed.

Staff began rearranging furniture in the main library in order to make some private kiosks for patrons use.

Meeting adjourned 6:45 p.m.

Next meeting December 2, 2019 at 5:00 p.m.

Respectfully submitted,

Charleen Fisher, Secretary Pro-tem