

Henderson County Library Board of Trustees
December 6, 2021

President Russell called the meeting to order at 5:06 p.m. Present were Bates, Eisenmayer, Fisher, Pullen, Roessler, Russell, Director Smith and Accounting Clerk Hilligoss. Painter was excused.

Pullen moved with a second by Bates to approve the minutes of the November 1, 2021 meeting. Motion carried.

Financial report: Current assets are \$489,656.71. Income for November was \$21,329.00. Expenses for November were \$22,525.83. Raritan CD#1 balance \$56,066.75. Raritan CD#2 balance \$51,539.57. Bank of Stronghurst CD#1 balance \$53,008.71. Bank of Stronghurst CD#2 balance \$53,513.39.

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

On November 11, 2021 the library received the 4th installment of property tax levy in the amount of \$18,302.30 plus interest of \$31.74. The total amount received was \$18,334.04.

Bank of Stronghurst Bank CD#2 will mature on January 14, 2022. Hilligoss will call for rates from area banks.

Prop B: Fisher moved with a second by Pullen to move \$1,000.00 from budget line item Audit to Insurance. Roll was called and motion carried.

Final notice of the contribution rate for 2022 from IMRF is 13.77%.

Circulation for November:

Library checkouts	2907	Bookmobile checkouts	1317
Interlibrary loans in	357	Interlibrary loans out	285
Total circulation	4224		
E-books checkouts	160	E-read Illinois checkouts	14
Library attendance	581	Bookmobile checkouts	420
Curbside attendance	0	New users	14

Accounting Clerk Hilligoss will retire July 1, 2022.

On January 1, 2022 the minimum wage for employees 18 of age and older will be \$12.00. On January 1, 2022 the minimum wage for employees under 18 years of age and who have not worked more than 650 hours will be \$9.25.

On November 24, 2021 the library received a Funding Commitment Decision Letter for Emergency Connectivity Fund Application#2021089 in the amount of \$2,637.72. Also on November 24, 2021 the library received an invoice from E-Rate Funding Solutions, LLC for consulting ECF services for \$131.89

The Palette lounge Wedge Chair with legs from Demco was delivered to the library on November 24, 2021.

On November 10, 11 and 12, 2021 Anita, Brenda and volunteers, Debbie G, Peggy W, Eleanor Ann W, Kris P, Becca M, Sharon H, Donna P, Stacy M, built 450 Gingerbread Houses. On November 23, 2021 Anita, Brenda and Merry built 30 more houses making the total 480 houses. 385 houses were taken home and 95 houses were decorated at the library. The houses were picked from the library November 24 through 27, 2021. The library staff will choose 5 houses, from submitted photos, to be displayed at the library for voting. The houses for voting must be in the library by December 9, 2021. In person voting will take place December 13 through 18, 2021 and winners will be announced December 20, 2021. Prizes will be awarded for 1st and 2nd place in each group.

Director Smith will complete in January 2022 the Open Meeting Act Designees training.

FOIA Officer training will be completed in January 2022 by Director Smith.

On December 11, 2021 from 10:00 a.m. to noon the library will have a Grab 'n Go Breakfast with Santa. Santa will be in a 1949 Dodge pickup for families to take pictures. Flyers have been taken to West Central Elementary School. A sack breakfast will be given with the Belted Cow donuts and choice of milk or juice from Fisher's Food Center.

Director Smith gave a report of the Illinois Library Association Conference held virtually on October 12 through 14, 2021.

Association of Rural and Small Libraries Conference "The Biggest Little Library" was held virtually on October 20 through 23, 2021. Director Smith gave a report on the conference.

Fancy Nancy Tea Party will be held on April 12, 2022 at the Barn at Fairview Acres at 6:30 p.m.

The Per Capita and Equalization grant application will be available online October 1, 2021 and will be due on January 15, 2022. The Library must have a current Illinois Public Library Annual Report on file with the Illinois State Library. The library board and director reviewed Chapters 1 through 13 of "Serving Our Public 4.0 Standard for Illinois Public Libraries. This review is necessary for the grant.

Other –

- Kellsy Scott, the leader of 4-H Cloverbuds, asked to place a mitten tree in the entry way of the library.
- 10-28-21 – Tee completed the Illinois Illinet Interlibrary Loan Statistical Survey

- 11-1-21 – 11-5-21 – RAILS held a delivery count for the week.
- 11-2-21 – Hilligoss took both flags down for the winter.
- 11-6-21 – Baker held a party for the Adult Reading Program at 10 am with 8 enjoying a morning of snacks, coffee, games and prize drawings. The Turning pages book club donated \$50 towards the party. Party cost:
 - 11-9-21 – Held a paint party with the Burlington Art Center at 6:00 pm. Instructor was Craig Fleece with 21 in attendance. The library paid the \$30 travel fee with each attendee paying the \$20 for the class.
- 11-16-21 – Storytime - Guest readers Dalton and Damen Mason both have published a book and read to both storytime groups.
- 11-19-21 – Stronghurst Christmas Walk – Smith, Tee and Cassidy set up tables in the Senior Citizens Building. Gave away popcorn and a drawing for four books.
- 11-20-21 – Sip n Shop Vendors at the Barn at Fairview Acres. Director Smith set up a table and worked along with Baker, Bates and Russell working a shift.
- 11-26-21 – Director Smith and Tee ordered 100 canvas book bags to sell. Tee designed the bag.
- 11-26-21 - Director Smith ordered a Canon Powershot digital camera as the library digital camera is not working correctly.
- 11-26-21 – Director Smith ordered the 2022 Summer Reading supplies. Tee will design the tshirt. The theme for 2022 is “Read Beyond the Beaten Path”.

Meeting adjourned at 6:30 p.m.

Respectfully submitted,

Sharon Eisenmayer, Secretary

Next meeting is January 3, 2022 at 5:00 p.m.