

Henderson County Library Board of Trustees  
September 13, 2021  
Special Meeting

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

Prop A: Pullen moved with a second by Bates to approve Budget and Appropriations Ordinance 21-3 for FY 2022-23 in the amount of \$302,900.00. Roll was called and motion carried.

The board president and secretary signed the Budget and Appropriations Ordinance 21-3 and the certificate.

Meeting adjourned at 5:05 p.m.

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President Russell called the meeting to order at 5:05 p.m. Present were Bates, Eisenmayer, Painter, Pullen, Roessler, Russell, Director Smith and Accounting Clerk Hilligoss. Fisher was excused.

Painter moved with a second by Bates to approve the minutes from the August 9, 2021 meeting. Motion carried.

Financial report: Current assets are \$480,615.52. Income for August was \$50,065.95. Expenses for August were \$18,512.82. Raritan CD#1 balance \$55,968.07. Raritan CD#2 balance \$51,468.17. 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 Pullen to accept the financial report. Roll was called and motion carried.

The board reviewed the audit report prepared by Cavanaugh, Davies, Blackman and Cramblet of Monmouth, IL.

On August 24, 2021 the library received the 2<sup>nd</sup> installment of the tax levy in the amount of \$38,843.72.

On October 6, 2021 Raritan State Bank CD#1 is scheduled for renewal. The CD#1 will automatically renew and Hilligoss will check rates at area banks.

On August 12, 2021 the library received the FY 2021 Per Capita Grant funds. The amount received was \$10,813.23.

Circulation for August

Library checkouts	2537	Bookmobile checkouts	741
Interlibrary loans in	440	Interlibrary loans out	370
Total circulation	3278		
E-books checkouts	187	E-read Illinois checkouts	32
Library attendance	530	Bookmobile attendance	132
Curbside attendance	0	New users	7

Bates moved with a second by Roessler to change the library hours starting October 1, 2021 for winter/spring. The hours will be Thursday 9:00 a.m. to 8:00 p.m. Saturday 9:00 a.m. to 1:00 p.m. Motion carried.

Director Smith signed the agreement for Find More Illinois. On September 29, 2021 RAILS technology special projects coordinator will hold all day training at the library for Smith, Tee, Allaman and Baker.

On August 9, 2021 Steve Futrell with E-Rate funding Solutions, LLC completed Form 471 to apply for 3 hotspots to be purchased by the library to be checked out by patrons. If awarded the Emergency Connectivity Fund Program will reimburse schools and libraries for the costs to help students, staff and patrons who lack access to the internet for remote learning.

Director Smith approved the final changes to the Vervocity Interactive for the library's website homepage.

On August 27, 2021 MTC communications tech installed the WiFi adapter on the outside of the library building. This adapter allows for one hour of free internet use and reaches the entire library parking lot.

Director Smith submitted a grant to the Illinois State Library's grant "On the Road to Recovery: Transforming Library Spaces". The grant was written for a backup generator using a quote from Bigger Electric for a Kohler Generator.

The paperwork for the Rural Development Grant has been completed and the grant has been awarded in the amount of \$5,800.00

Director Smith is registered to attend virtually Illinois Library Association Conference on October 12, 13 and 14, 2021.

The Association of Rural and Small Libraries Conference is October 20, 21 and 23, 2021 in Reno, NV. Director Smith is registered to attend virtually.

On August 24, 2021 the bookmobile returned to making a regular stop at West Central Schools. Also on that day the bookmobile had a new battery installed at Country Auto.

On August 14, 2021 the library held a party for the 8 children who had reached their goal of reading 1000 Books Before Kindergarten. The children made their own book titled "I Wish that I had 1000, were served cookies and mini cupcakes, played a game and had their pictures taken for the Wall of Champions.

The Read squared fall, winter and spring program for pre-school storytime will begin on September 14, 2021. STEM activities will be available for older homeschooled children as well as the 1000 Books Before Kindergarten program for pre-school children. A new adult reading program called "Fall in Love with Reading" will start Monday September 13, 2021 through Friday November 5, 2021. A take home craft will be available.

On September 18, 2021 Director Smith will have a table at the Stronghurst Fall Festival at the park in Stronghurst. A signup sheet was circulated for times for the board to assist at the Fall Festival. Also on September 25, 2021 the bookmobile and a table set up will be at the Oquawka Schuyler Street Stroll Craft & Vendor Show. A signup sheet was circulated for times for the board to assist for this.

The library has received on loan the Illinois Wild Mammals trunk from the Illinois Department of Natural Resources Division of Education. The trunk is available for check out to patrons.

Other –

- The library started a Basic Computer Class on September 1, 2021 for 12 weeks ending on December 1, 2021. There are 15 students attending this class. Tee is teaching the class.
- 8-5-21 – Director Smith attended the RSA Users Group webinar.
- West Central School registration was online, Cassidy has registered student's bookmobile cards from the class lists.
- 8-5-21 – 8-9-21 – Community Service student needs 30 hours – Director has had him clean and weed each flower beds, washed all the interior/exterior windows. Power washed the sidewalk to remove the sidewalk paint.
- 8-9-21 – Cassidy took the Bookmobile to Absolute Transportation to have them look at the oil filter on the generator as we had oil on the garage floor. The filter needed to be tightened.
- 8-14-20 – Changed the 9-volt battery in the Smoke/Carbon Monoxide Detector in the garage.
- 8-17-21 – Bob Lionberger, CCS Computers delivered the 2 WiFi adapters for staff computers and installed the adapters.
- Sidewalk Book Sale will be Thursday September 23 from 8-5, Friday, September 24 from 8-5 and Saturday, September 25, 2021, from 8-2 weather permitting. Will move into the meeting room is needed.

Meeting adjourned at 6:24 p.m.

Next meeting is October 11, 2021 at 5:00 p.m.

Respectfully submitted,

Sharon Eisenmayer, Secretary