Board Meeting Agenda

July 13, 2015

Call to order

Minutes

Committee Reports

Finance

ACTION: Approve Finance Report and Checks

Book – no Lucy Bishop purchases

House – updates on current & recent projects

Friends –

Librarian's Report

ACTION: Statistics report for June

INFO: June review

Old business

INFO: ICN service order signed, looking into erate application process

New business

ACTION: annual report

ACTION: review EDGE assessment report (per capita grant requirement)

Adjournment

Next Meeting: Sept. 14. No August meeting

Paris Public Library
Board of Trustees
June 8, 2015

The regularly scheduled meeting of the Board of Trustees was called to order at 4:30 p.m. by President George Griffin. In attendance were Mary Taylor, Greg McHenry, Roxanne Michels, Susan Punzelt and Librarian Teresa Pennington. Absent were Trustees Amy Hannig, Ryan Fehrmann, Aaron Rhoads and Sharon Farris.

Minutes of Previous Meeting: MOTION: McHenry, second Punzelt to approve May 11 minutes. Motion carried.

Finance Report: MOTION: Michels, second McHenry to approve May report, to recognize May checks and deposits, and to authorize the purchase of 17 adult fiction, nine adult non-fiction, 16 children's fiction and eight children's non-fiction titles from Baker & Taylor. Motion carried.

Book Committee: No report.

House Committee: *McHenry reported that the cost for repairing the leak between the original building and addition was $325. The lock on the men's restroom door still does not work properly.

Friends of the Library: no report.

Librarian's Report (Statistics): MOTION: McHenry, second Michels to approve the May report. Motion carried.
*Board members reviewed May 2015 Review. Pennington reported that 70 attended the play performed by Stone Soup Shakespeare.

New Business: Both Amy Hannig and Ryan Fehrmann have resigned from the board. Board members voted unanimously to appoint Michels as Vice President in place of Fehrmann.
MOTION: McHenry, second Punzelt to set annual non-resident household fee at $32 (same as last year). Motion carried.

Meeting adjourned 5:00 p.m. Next meeting is Monday, July 13, 2015.

Respectfully Submitted,
Mary Taylor, Secretary

PARIS PUBLIC LIBRARY FINANCE REPORT

	Budget	June 2015	YTD	
Income				
40-01-00-3110 Real Estate Tax	114,750.00	-	-	
40-01-00-3420 Replacemnt Tax	11,400.00	-	2,393.84	
40-01-00-3470 Grants	11,000.00	-	-	
40-01-00-3811 Interest on Cash	200.00	15.67	16.37	
40-01-00-3812 Investment Interest	4,000.00	-	110.69	
40-01-00-3820 Dividends Snap On	2,100.00	530.00	530.00	
40-01-00-3821 Loss/Restr FFF (IMET charge)		-	-	
40-01-00-3830 Gifts and Donations	2,100.00	1,085.00	4,922.00	
40-01-00-3890 Misc Income	15,000.00	1,317.59	2,533.21	
	160,550.00	2,948.26	10,506.11	
Expenditures				**Balance**
Building				
40-01-00-5110 Repair & Maintenance	5,000.00	1,602.36	2,156.36	2,843.64
40-01-00-5120 Equipment Maintenance	1,600.00	-	-	1,600.00
40-01-00-5170 Grounds Maintenance	1,700.00	165.00	390.00	1,310.00
40-01-00-5710 Utilities	7,100.00	158.47	589.59	6,510.41
40-01-00-5910 Liab. & Prop. Insurance	2,500.00	-	-	2,500.00
40-01-00-6540 Janitor Supplies	700.00	30.97	62.96	637.04
Library Services				-
40-01-00-5370 Internet	2,400.00	77.84	155.68	2,244.32
40-01-00-5510 Postage	700.00	98.00	187.82	512.18
40-01-00-5520 Telephone	1,900.00	161.45	322.93	1,577.07
40-01-00-6590 Processing & Supplies	3,200.00	231.97	566.11	2,633.89
40-01-00-6840 Automation & Software	5,900.00	-	35.00	5,865.00
40-01-00-8300 Office Equipment	750.00	-	-	750.00
40-01-00-8330 Computer Equipment	900.00	-	-	900.00
40-01-00-9110 Programs & Publicity	1,700.00	1,097.72	1,176.56	523.44
40-01-00-9290 Misc.	1,000.00	35.80	75.70	924.30
Materials				-
40-01-00-6710 Books & Periodicals	15,000.00	1,019.40	1,779.37	13,220.63
40-01-00-6810 Audiobooks	1,300.00	165.27	165.27	1,134.73
40-01-00-6820 Video	1,200.00	53.93	116.76	1,083.24
40-01-00-6830 Electronic Resources	3,800.00	811.00	811.00	2,989.00
Personnel				-
40-01-00-4210 Salaries	92,500.00	6,776.15	16,909.51	75,590.49
40-01-00-4275 Bonuses	800.00	-	-	800.00
40-01-00-4510 Health Insurance	18,000.00	1,415.00	2,830.00	15,170.00
40-01-00-4511 Health Ins Reinsurance	-	-	-	-
40-01-00-4520 Life Insurance	350.00	28.80	57.60	292.40
40-01-00-4530 Unemployment	500.00	-	-	500.00
40-01-00-4540 Workers Comp	500.00	-	(57.96)	557.96
40-01-00-5620 Travel & Training	200.00	-	-	200.00
Contingency	1,000.00	-	0.00	1,000.00
TOTALS	172,200.00	13,929.13	28,330.26	143,869.74

PARISPL
Checks & Deposits

Type	Date	Num	Name	Account	Amount
Jun 15					
Check	06/02/2015	1207	Stone Soup Shakespeare	Gift Fund	-1,000.00
Deposit	06/04/2015		Income	Gift Fund	25.00
Check	06/04/2015	1643	VOID	Daily Business	
Deposit	06/04/2015		Income	Daily Business	443.71
Check	06/04/2015	1644	Teresa Pennington	Daily Business	-12.27
Check	06/10/2015	1208	Horace Link & Co	Gift Fund	-1,004.00
Deposit	06/10/2015		Income	Gift Fund	1,000.00
Check	06/11/2015	1645	Wal-mart	Daily Business	-31.21
Check	06/11/2015	1646	Temples Lawn Service	Daily Business	-165.00
Check	06/11/2015	1647	Frontier	Daily Business	-77.84
Check	06/11/2015	1648	Simon & Schuster	Daily Business	-26.80
Check	06/11/2015	1649	World Book Inc	Daily Business	-811.00
Check	06/11/2015	1650	TEI Landmark Audio	Daily Business	-165.27
Check	06/11/2015	1651	Unique Management Services	Daily Business	-35.80
Check	06/11/2015	1652	Gale/Cengage Learning	Daily Business	-94.21
Check	06/11/2015	1653	Baker & Taylor	Daily Business	-795.74
Deposit	06/11/2015		Income	Daily Business	264.72
Deposit	06/18/2015		Income	Daily Business	409.34
Check	06/23/2015	1654	Frontier	Daily Business	-161.45
Check	06/23/2015	1655	D-I Supply	Daily Business	-30.97
Check	06/23/2015	1656	Card Services	Daily Business	-335.29
Check	06/23/2015	1657	Douglas-Hart Nature Center	Daily Business	-60.00
Check	06/25/2015	1209	NPD	Gift Fund	-25.00
Deposit	06/25/2015		Income	Daily Business	259.82
Check	06/25/2015	1658	Ameren Illinois	Daily Business	-10.70
Check	06/25/2015	1659	Illinois Heartland Library Syst...	Daily Business	-22.50
Check	06/29/2015	1660	USPS	Daily Business	-98.00
Jun 15					

Paris Carnegie Public Library June 2015

Registration

	Resident	Nonresident	Total
Adult	2507	357	2864
Young Adult (HS)	264	69	333
Children	737	122	859
Other	11	2	13
Staff/Board	13	0	13
Property Owner		58	58
Total	**3532**	**608**	**4140**

Holdings

Books	**Adult**	**Children**	**Total**
Previous total	20592	10801	31393
Volumes Added	42	21	63
Volumes Withdrawn	7	37	44
Total	20627	10785	31412

DVDs	1291
Audiobks	473
Microfilm	237

Circulation Year-to-Date

	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	TOTAL
checkout	2945	4069											**7014**
MyMediaMall	215	213											**428**
3M ebooks	43	80											**123**
***total circ**	**3203**	**4362**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**7565**
ILL & Holds													
ILL to other libraries	524	576											**1100**
ILL from other libs	679	790											**1469**
OCLC ILL loaned	7	8											**15**
OCLC ILL borrowed	28	25											**53**
reciprocal	98	100											**198**
PAC holds	257	243											**500**
staff-initiated holds	630	689											**1319**
Library usage stats													
Computer	872	963											**1835**
Reference	758	995											**1753**
attendance	175	166											**341**
"passive" attendance	24	130											**154**
eResources usage													
website visits	1315	1788											**3103**
Tumblebooks	21	12											**33**
Ancestry searches	802	557											**1359**
World Book	0	52											**52**
Chiltons	1	1											**2**
Gale magazine index	0	15											**15**
Ebsco &ConsReports	1	18											**19**

June Review

Summer reading began June 1. Participation was low. 37 "signed up" for the reading component, but that had mostly faded out by the end of the month. Activity of the Week participation was also lower than last year.

Programs included:

June 10	Storyhour with craft	14 children/5 adults
June 10	Craft (rainsticks)	9 children/5 adults
June 17	Music (Judy Carroll)	10 children/6 adults
June 17	Fitness (Kim Trine)	17 children/5 adults
June 20	Mishka/Chris Clawson	3 children/6 adults
June 24	Nature Center	33 children/9 adults
June 24	Nature Center	18 children/3 adults
July 1	Mad Science	70 children/adults at Farm Bureau

Activity of the Week continues through July 31.

Grace Lutheran Child Care K-2 is visiting the library on Tuesday mornings (weather permitting).

Completed **IPLAR** (Illinois Public Library Annual Report) and submitted it to state library.

Summer GED class finished on June 30.

Coming in July and August

July 25 **Book Signing**, 11am-noon. PHS senior Cole Donaldson signs copies of his first published book, ReVamped.

July 30 **Atomic Bomb**, 6:30pm. Chuck Hand discusses the history of the atomic bomb using artifacts.

August 6 **Observing the Sky with the Unaided Eye**, 6pm. Holly Hudson, from Allen Memorial Planetarium in Terre Haute, will talk about what to look for and where to look in the night sky.

August 3-22, **Cultivating Creativity Children's Art Exhibit** in the meeting room during regular library hours.

Sample

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	978-0-7582-9130-1	Angel	Kensington	No one like you.	9.95
	978=-0-312-58321-7	Box	St Martin	Badlands.	26.99
	978-0-7783-1787-6	Carr	Mira	A new hope.	8.99
	978-1-2500-6156--0	Castillo	StMartin	After the storm.	25.99
	978-0-7860-3669-1	Cogburn	Pinnacle	Destiny, Texas.	6.99
	978-0-451-47158-1	Cotton	NAL	Showdown at GUn Hill.	6.99
	978-0-06-213256-7	Frank	Morrow	All the single ladies.	26.99
	978-1-9388-4963-4	Flett-Giordano	ProspectPk	Marry, Kiss, KIll.	24.95
	978-0-7653-8306-8	Goodkind	Tor	THe first confessor.	29.95
	978-0-14-241493-4	Green		Paper towns.	8.95
	978-0-14-240251-1	Green		Looking for Alaska.	8.95
	978=0-553-41860-6	H awkins	Crown	THe library at Mont Clar.	26.00
	978-1-2500-2055-0	Johansen	StMartin	The naked eye.	27.99
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	978-1-4767-0342-8	Quinn	Atria	Scents & sensibility.	25.00
	978-0-7860-3663-9	Richards	Pinnacle	~~Aaisona~~ Arizona territory.	6.99
	978-0-7783-1815-6	Roberts	Mira	A wedding on Primrose St.	7.99
	978-0-451-47199-4	West	NAL	Slater's way.	6.99
	978-0-7783-1788-3	Woods	Mira	THe Calamity Janes: Lauren.	7.99
	NF-----				
	978-16271-0769-3	Amendt	Taunton	Blue ribbon canning:	21.95
	978-0-5442-7500-3	Rollins	Houghton	A taste of cowboy:	30.00
	978-1-4654-3599-6		DK	Tractor:	30.00
	978-1=4573-8430-9		COllegeBd.	THe official study guide for the re-designed SAT, 2016 ed.	24.99

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L 02019-8	7/14jF	

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	978-1-5964-3878-1	Aguirre	FIsrtSecond	Dragons beware!	14.95
	978-1=5892-5133-5	Bowles	TigerTales	Messy Jesse.	16.99
	978-1-4814-2327-4	Coven	SImon	Heidi Heckelbeck says cheese!	5.99
	978-1-4814-2289-5	Gravett	Simon	Bear & Hare go fishing.	17.99
	978-0-06-233838-9	Heppermann	Harper	Sadie's story.	16.99
	978-0-5443-3994-1	Lester	HM	Tacky & the haunted igloo.	16.99
	978-0-8075-4824-0	McKay	Whitman	Lulu & the hamster in the night.	13.99
	978-0-670-01538-2	Molk	Viking	Eeny, meeny, miney, mo & FLo.	16.99
	978-1-9092-6353-6	Plant	FlyingEyeBks	Hungry Roscoe.	17.95
	978-0-4514-7477-3	Solomons	VIking	My brother is a super hero.	16.99
	978-1-4926-1546-0	Staniszewski	Sourcebks	I'm with cupid.	7.99
	978-0-7636-7229-4	Wells	C'wick	A visit to Dr. Duck.	7.99
	NF----				
	978-1-4806-7172-0	Cole	Scholastic	Dinosaurs:a NF comp. to the original MSB	15.99
	978-1-4654-2265-7	Gilliland	Dk	Rocket science for the rest of us.	15.95
	978-1-9357-7980-1	McCloskey	Toon	We dig worms.	12.95
	978-0-545-81810-0	Zello	Scholastic	10 true tales: battle heroes.	5.99
	YA----				
	978-0-06-22836-4	Allen	Harper	THe revenge playbook.	9.99
	978-1-4926-1903-1	Doktorski	Sourcebooks	THe summer after you & me.	9.99
	978-0-7636-7865-4	Hunt	C'wick	13 days of midnight.	13.99
	978-1-6177-3880-7	Phillips	Kensington	Faking perfect.	9.95