

**Sherman Public Library**  
**Agenda**  
**Regular Meeting Sherman Library Board of Trustees**  
**November 18, 2015**  
**Sherman Public Library Meeting Room**  
**5 PM**

**Call to order Regular Meeting Sherman Public Library Board of Trustees**

**Roll Call Members Present /Absent**

Julie Horton ____ (P)	Mary Contri ____ (Trustee)
David Grimm ____ (VP)	Gale Kilbury ____ (Trustee)
Elizabeth Heubner ____ (Sec)	Melissa Allen ____ (Trustee)
Bob Shurig ____ (Tr)	

**Visitors and Guests :**

**Introductions :** Members of the public wishing to address the Board and other guests.

**Items** for consideration not listed on Agenda

**Secretary's Report :** Approval of Minutes from October 21, 2015 regular meeting.

**Financial report:** Approval of Transactions and various reports.  
Payment of bills as presented  
Other financial items for consideration :  
New General Operating Account opened at WSBT  
Approve mortgage payment...November 2015  
Convert accounts held in Illinois Funds to local bank accounts  
Forsyth Insurance Premium sent  
Signature cards at WSBT—signatures still needed at bank  
Receipts & Disbursements Statement completed  
Board member to act as treasurer or secondary treasure

**Librarian's Report**

Circulation for Month of October

SHARE 1613 items were checked out/renewed 2031 times

Reciprocal borrowing 35 borrowers 308 items

3M Cloud 56 e-books 5 e-audio

LOTG 139 checkouts.

Most viewed titles : Girl on the Train (77) All the Light we Cannot See (62)

YTD Borrowing/Lending

SHARE Borrowed 1210

SHARE Loaned 2801

CLC Borrowed 3

OCLC Loaned 8

**Library Events and Issues**

Trustee Training Website

Parking lot lights and lights in Juvenile area

Plumbing issues in ladies B-Room

Renewed 3M Cloud participation for coming year

Insurance Audit in progress  
Regular Audit has been complete  
Occupancy Certificate  
Amazon Line of Credit  
Friends completing relocation of memorial brick garden and mailbox  
Per Capita Grant 2016 – 2017 requirements –Completed training session  
Edge Assessment component Completed Edge assessment--results  
Trustee requirement.. This year will focus on Technology and educational programs  
Edge Benchmark for patron training  
Uses for Per Capita money ... Launch Pad—Membership Fees  
Review Trustee portions of Grant

## **NEW BUSINESS**

Policies for review and action :  
Personnel  
Meeting Room  
Study rooms  
Golf Green lawn Care proposal for 2016 season  
November closed dates for Thanksgiving  
IMRF Authorized Agent appointment

## **Unfinished Business**

Additional surplus items  
Ceiling tile  
Blinds  
2 white base cabinets  
Base molding  
**Policies**  
Study room  
Computer Usage  
Need for a weekly cleaning person  
Director Search

## **Adjournment**