

**Sherman Public Library Board
Regular Meeting
Board of Trustees
March 16, 2016**

The regular monthly meeting of the Sherman Public Library Board convened at 5:00 p.m. Present were Library Director Anita Walters and Board members Julie Horton, Bob Shurig, Mary Contri, Melissa Allen, and Elizabeth Heubner

Items for Consideration Not on the Agenda: There were no items for consideration not on the agenda.

Secretary's Report: Melissa Allen made a motion to accept the minutes from the February 17, 2016 minutes with a correction of a typographical error in the Secretary's Report (meetin should have been meeting) as well as the minutes from February 24, 2016, March 2, 2016, and March 9, 2016. Mary Contri seconded the motion and a unanimous vote was taken in favor of the motion.

Treasurers/Financial Report: Treasurer Bob Shurig presented the Financial Report. A motion was made by Julie Horton to approve the Financial Report and pay the bills. Mary Contri seconded the motion and the motion carried by a unanimous voice vote.

Melissa Allen made a motion to pay our mortgage payment from the Special Reserve account in the amount of \$4111.47. Bob Shurig seconded the motion and an individual voice vote was taken. All were in favor.

Librarian's Report: Circulation for the month of January 2016 was 1340 items circulated 1651 times. For reciprocal borrowing, 31 patrons borrowed 233 items. There were 26 e-books and 2 e-audiobooks checked out through 3M Cloud. The Sherman Public Library has borrowed 2157 items and loaned 4718 items through the Interlibrary Loan (SHARE) program for the fiscal year to date. Also in this fiscal year, the Library has borrowed 12 items and loaned 16 items through the On-Line Computer Library Center (OCLC).

Anita is starting a Toddler Lap Sit time beginning March 17, 2016 at 11 a.m. on Thursday mornings. National Library Week is the Week of April 11-15. The staff will be ordering and wearing t-shirts designed by Positive Promotions in celebration of the event. Anita also presented a timeline to the board of important yearly dates for the completion of various paperwork/projects.

Anita has been collecting bids for some additional roll-out shelving for the children's area of the library. She is still waiting for a quote from Demco/Gaylord. Julie Horton made a motion for the purchase of the shelving at Anita's discretion based on lowest bid and highest quality. Melissa Allen seconded the motion. An individual voice vote showed all in favor.

The new copier from Watts Copy Systems has been ordered as well.

New Business: The Board discussed using our recent Edge Assessment for planning for the future of the library. Our biggest efforts will be placed in the areas of technology: offering technology help services and classes and improving our library's technology (website and brand).

Anita will print copies of sample Notary, Test Proctoring, and Lending policies for the Board to review at a later meeting. We will need to put said policies in place in the coming months.

Old Business: Candidates for the Director position were discussed as was the Personnel Policy. A second round of interviews will be conducted on April 6.

Adjournment: The meeting was adjourned by Julie Horton at 6:20 p.m.