

**Sherman Public Library Board
Regular Meeting
Board of Trustees
April 20, 2016**

The regular monthly meeting of the Sherman Public Library Board convened at 5:03 p.m. Present were Library Director Anita Walters and Board members Julie Horton, Dave Grimm, 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: Julie Horton made a motion to accept the minutes from the March 16, 2016 regular meeting. Bob Shurig 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 Mary Contri to approve the Financial Report and pay the bills. Gale Kilbury seconded the motion and the motion carried by a unanimous voice vote.

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

Librarian's Report: Circulation for the month of March 2016 was 1393 items circulated 1875 times. For reciprocal borrowing, 35 patrons borrowed 256 items. There were 23 e-books and 1 e-audiobook checked out through 3M Cloud. The Sherman Public Library has borrowed 2388 items and loaned 5279 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 19 items through the On-Line Computer Library Center (OCLC).

The staff recently celebrated a successful National Library Week. The Sherman United Methodist Church Pre-K also visited this month for a field trip. The Toddler Lap Sit/Story Hour is gaining popularity as well. Some staff members will be attending a workshop at the Illinois State Library on April 22 to learn about helping patrons diagnosed with autism. The brick garden has been completed.

New Business: Our annual contract with the SHARE 3M Cloud Library is up for renewal. The renewal cost is \$421.48. Julie Horton made a motion to renew our contract with SHARE 3M Cloud Library. Dave Grimm seconded the motion and a unanimous vote was taken.

In addition, the Friends of the Library group has offered to purchase a patio table and chairs for the new concrete patio at the rear of the building.

Anita continues to work on and complete the steps necessary for a property tax exemption for the new addition to our building. She is also working on a Peek-a-Book grant application.

The Board would like Anita to request bids on the possibility of a new sign for the Library. Anita will contact some sign companies for bids.

Old Business: The Board reviewed the changes made to the Personnel Policy by our lawyer, Phil Lenzini. The Board also revised and edited the Test Proctoring Policy. Julie Horton made a motion to accept the Test Proctoring Policy. Gale seconded the motion and the motion carried with a unanimous vote. Melissa Allen then made a motion to accept the Notary Public Policy. Gale Kilbury seconded the motion and a vote was taken, with no one in opposition.

The Board discussed using the Edge Assessment for future planning. The Edge Assessment is a tool to define services needed and desired by our community.

Julie Horton made a motion for the Board to enter Executive Session to further discuss the candidates for the Director position. Dave Grimm seconded the motion and all were in favor. The closed session was adjourned at 6:44 p.m. and the regular Board meeting resumed.

Adjournment: The meeting was adjourned by Julie Horton at 6:55 p.m.