

**Sherman Public Library Board
Regular Meeting
Board of Trustees
May 18, 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 Bob Shurig, Mary Contri, Julie Horton, and Elizabeth Heubner.

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

Secretary's Report: It was moved by Julie Horton and seconded by Mary Contri to approve the minutes from the April 20, 2016 regular meeting as well as the Special Meeting held May 2, 2016. The motion was approved.

Treasurers/Financial Report: Treasurer Bob Shurig presented the Financial Report. He also reported that payroll checks may soon be direct deposit only. Mary Contri made a motion to accept the Treasurer's Report and pay the bills. Liz Heubner seconded the motion, and the motion carried by a unanimous voice vote. Julie Horton made a motion to pay the mortgage payment from the Special Reserves account. Liz Heubner seconded the motion and a unanimous voice vote in favor was taken.

Librarian's Report: Circulation for the month of April 2016 was 1382 items circulated 1780 times. For reciprocal borrowing, 37 patrons borrowed 222 items. There were 46 e-books and 0 e-audiobooks checked out through 3M Cloud. The Sherman Public Library has borrowed 5671 items and loaned 2589 items through the Interlibrary Loan (SHARE) program for the fiscal year to date. Also in this fiscal year, the Library has borrowed 20 items and loaned 12 items through World Share.

The Toddler Lapsit time is being suspended temporarily. Summer programming in conjunction with Camp Sunshine will begin on June 9. The yearly audit is scheduled for July 25. The library will be closed on May 30 in observance of Memorial Day. The new scanner/copier has arrived.

New Business: Anita is completing the Non-Resident Survey which requires the Board to determine its method of fee collection for non-residents of the Library District. Julie Horton made a motion to continue issuing non-resident cards and to use the property tax method to set fees for these patrons. Bob Shurig seconded the motion and the motion carried unanimously.

Mary Contri made the motion to nominate Julie Horton as Board President, Dave Grimm as Vice-President, Bob Shurig as Treasurer, Liz Heubner as Secretary, and Gale Kilbury as FOIA Officer for the coming year. Julie Horton seconded the motion, and the motion carried unanimously.

Julie Horton made a motion to set the meeting dates for the coming year as Meeting Ordinance 2016-01, stating that all meetings will be held the third Wednesday of every month at 5:00 p.m. Mary Contri seconded the motion. The motion carried unanimously.

The Board reviewed the Banking Policy. Mary Contri made a motion to update the Banking Policy to include Online Banking. Bob Shurig seconded the motion, and all were in favor.

Julie Horton made a motion to authorize our accountant Jeremy Stuenkel to access on our online account. Liz Heubner seconded the motion and all were in favor.

Lazarware Tech Services visited the library recently to review our technological services and their need for updates. They will return in June to report their findings.

Julie Horton made a motion to name Jeremy Stuenkel as an IMRF Web Assistant. Mary Contri seconded the motion, and the motion carried unanimously.

Anita will continue to solicit bids for a new sign for outside the library.

Old Business: Julie Horton made a motion to designate Dawn Rutschke as Assistant Director of the Library. Mary Contri seconded the motion; and the motion carried.

Anita continues to work on the Peek-a-Book grant, but she encourages the Board to consider the purchase of a Peek-a-Book system without the grant. This will be discussed at a later Board meeting.

Anita continues to work on the property tax exemption paperwork for the current tax year.

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