

**Sherman Public Library Board
Regular Meeting
Board of Trustees
June 15, 2016**

The regular monthly meeting of the Sherman Public Library Board convened at 5:05 p.m. Present were Library Director Anita Walters and Board members Bob Shurig, Dave Grimm, 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: It was moved by Mary Contri and seconded by Bob Shurig to approve the minutes from the May 18, 2016 regular meeting, including a closed session. The motion was approved.

Treasurers/Financial Report: Treasurer Bob Shurig presented the Financial Report. Treasurer Shurig also made a motion to accept the Treasurer's Report and pay the bills. Mary Contri seconded the motion, and the motion carried by a unanimous voice vote. Liz Heubner made a motion to pay the mortgage payment from the Special Reserves account. Melissa Allen seconded the motion and a unanimous voice vote in favor was taken.

As the end of the fiscal year approaches, the Board discussed applying some additional monies to the principal of our mortgage account for the recent building project. Melissa Allen made a motion to pay an additional \$25,000 from the Special Reserves account towards the mortgage. Dave Grimm seconded the motion, and an individual voice vote unanimously carried the motion.

Librarian's Report: Circulation for the month of May 2016 was 1574 items circulated 1900times. For reciprocal borrowing, 38 patrons borrowed 277 items. There were 47 e-books and 2 e-audiobooks checked out through 3M Cloud. The Sherman Public Library has borrowed 2785 items and loaned 6105 items through the Interlibrary Loan (SHARE) program for the fiscal year to date. Also in this fiscal year, the Library has borrowed 13 items and loaned 21 items through World Share.

Liz DeSuno, a student from the University of Illinois-Springfield, is completing a summer internship with the library, focusing on children's programming. She has been conducting Thursday morning craft sessions as well as events on Saturday mornings. A Rocket Launch is being planned for July. Our weekly Toddler Lap sits will resume in August.

A new countertop will be installed on the repurposed cabinetry in the meeting room. Duggins will create and install the countertops for a total of \$508.

New Business: With no current budget for the State of Illinois, it will be necessary to use the latest, or most current, data available to create the Prevailing Wage Ordinance for the coming year. With this in mind, Melissa Allen made a motion to approve Ordinance 2016-02, the Prevailing Wage Ordinance. Bob Shurig seconded the motion and an individual voice vote was taken with all in favor.

Anita reported that there are several outdated technology-related items in our storage shed. Dave Grimm made a motion to declare these items as surplus to be disposed of to BLH Services. Melissa Allen seconded the motion, and it passed unanimously.

The Board reviewed several policies such as the Blood borne Pathogens Policy, Meeting Room Policy, Immigration Compliance Policy, and VESSA Policy. Any changes to these policies will be made at our next meeting.

Old Business: The Board discussed its organization for the coming year. At this time, Julie Horton will remain as President; Dave Grimm will continue as Vice-President, Bob Shurig will remain Treasurer, and Liz Heubner will continue as Secretary.

Dave Grimm and Anita Walters reported to the Board on their recent meeting with Lazarware. The Library currently uses Serenity Systems for our technology needs. Because the Board is looking to revise our website, Anita will discuss options with Serenity before a decision is made about the Lazarware proposal.

The Board reviewed the Banking Policy. The policy will need updated to reflect the new direct deposit option and online banking. The changes will be made and the Board will review at our next meeting.

Liz Heubner made a motion to hold a Special Meeting on June 23 at 5 p.m. to wrap up business for the end of the fiscal year. Dave Grimm seconded the motion and all were in favor.

Anita Walters reported on the bids for a new digital sign. We are still waiting on some proposals, so the discussion was tabled.

Adjournment: The meeting was adjourned by Dave Grimm at 6.30 p.m.