**Sherman Public Library Board**

**Regular Meeting**

**Board of Trustees**

**February 19, 2020**

The regular monthly meeting of the Sherman Public Library Board convened at 5:00 p.m.  Present were Library Director Rachel Kocis and Board members Julie Horton, Mary Contri, Brian Manci, John Barrett, Courtney Westlake, Mike Lang and Liz Heubner.

**Secretary’s Report:**  It was moved by Julie Horton and seconded by Brian Manci to approve the minutes from the January 2020 regular meeting.  The motion was approved.

**Treasurer's/Financial Report:**  John Barrett made a motion to accept the Treasurer’s Report and to pay the bills.  Julie Horton seconded the motion, and the motion carried by a unanimous voice vote.   John Barrett made a motion to pay the mortgage payment from the Special Reserves account.  Brian Manci seconded the motion and a unanimous voice vote in favor was taken.

**Librarian’s Report:**   The total patron count in the month of January 2020  was 2,495. 3,036 items were circulated 4,069 times at our library.  Resident borrowing totaled 287 patrons and 3,043 checkouts.  Non-Resident borrowing amounted to 77 borrowers and 831 checkouts.  Reciprocal borrowing included 17 borrowers and 195 checkouts.  Cloud Library checkouts included 114 e-books, 8 Cloud Library e-audio. Overdrive had 213 e-book checkouts and 61 e-audiobook checkouts.

January YTD Borrowing/Lendingtotals were as follows: 782 SHARE Borrowed, 795 SHARE Loaned, 12 WorldShare Borrowed, 8 WorldShare Loaned.

**Library Events and Issues:**  Rachel informed the Board of some issues of library misuse by patrons, and the Board discussed options for addressing said issues.

The Board will retain Mike Armour for lawn mowing/grounds maintenance services this year.  Prairie Network installed a new patron computer on 2/17.  While at the library, they recommended an updated version of the Time Limit Manager Software version as the version we currently have is not compatible with the new computers.  A move license was also purchased so that movies now can be screened at the Library.

Canvases of the winning photos from the Vision of Sherman contest have been printed and are ready for display.

Programming has been secured for the summer in conjunction with the United Methodist Church as well as bi-weekly Saturday programming.  A Dr. Seuss program is being planned for February 27.

The 2019 Levy Report was received from the County Clerk’s office and confirmed on 1/15/20.

**Library Programs and Meetings**:   Children’s programs in January included Story-Time on1/6, 1/7, 1/13, 1/14, 1/20, 1/21, 1/27, and 1/28 as well as Collector’s Club.  The total children’s program attendance for January was 140.  Adult programs included a Blood Drive on 1/6, Chair Yoga on 1/3, 1/17, and 1/31 as well as Book Club on 1/14.  Total adult program attendance was 42.  The meeting room was used in January by the following groups: Quilters, Chamber of Commerce, Ray LaHood Mobile Office Hours, “Say Yes”n Committee, Plastic Model Builders Club, Flaggland Park Neighborhood Association, Mother’s Group, Girl Scouts, and Daisies. Total Meeting Room usage was 80.   Library Outreach took place at Sherman Elementary on 11/14 and 11/16, All His Children, and the Villa.  Total monthly outreach was 305.  The Study Room was used by 54 patrons.

**New Business:**   Brian Manci made a motion to renew the library’s Surety Bond at the same rate as past years.  Mike Lang seconded motion and all were in favor.

The Board discussed the development of a policy for usage of our new outdoor electronic sign.  Rachel will discuss with attorney Phil Lenzini to get some direction on this matter.

**Old Business:** Rachel reminded the Board to complete their Economic Interest Statements for the Circuit Clerk by the end of May.

**Adjournment:**  The meeting was adjourned via a motion by Julie Horton at 5:40 p.m.  Liz Heubner seconded the motion.