**Sherman Public Library Board**

**Regular Meeting**

**Board of Trustees**

**January 16, 2019**

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, Dave Grimm, Brian Manci, Courtney Westlake, Mary Contri and Elizabeth Heubner.

**Items not for Consideration on the Agenda:**  The Board discussed a year-end bonus for the Director. Julie Horton made a motion to issue the bonus and Liz Heubner seconded the motion. A unanimous voice vote approved the motion.

**Secretary’s Report:** It was moved by Julie Horton and seconded by Dave Grimm to approve the minutes from the December 2018 regular meeting. The motion was approved by a unanimous vote.

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

**Librarian’s Report:** The total patron count in month of December 2018 was 2,144. 2,141 items were circulated 2,874 times at our library. Resident borrowing totaled 255 patrons and 2,047 checkouts. Non-Resident borrowing amounted to 71 borrowers and 827 checkouts. Reciprocal borrowing included 13 borrowers and 155 checkouts. Cloud Library checkouts included 71 e-books, 21 Cloud Library e-audio. Overdrive had 158 e-book checkouts and 35 e-audiobook checkouts.

December Borrowing/Lendingtotals were as follows: 474 SHARE Borrowed, 487 SHARE Loaned, 0 WorldShare Borrowed, and 5 WorldShare Loaned.

**Library Events and Issues:** The 2018 year-end report shows that Sherman patrons saved $532,319.45 last year by checking out library materials throughout the year. The Report of Receipts and Disbursements and Annual Financial Report was filed with the Comptroller and Circuit Clerk on December 26. The Illinois Per Capita and Expenditures Report was filed with the Illinois State Library on January 15, 2019.

A Stuffed Animal Sleepover was held at the Library on Friday, December 14. Staff staged stuffed animals doing fun activities at the Library “after hours” and took lots of pictures that were posted on Facebook. Kids and parents responded positively and asked that the event be held again in the future. There was also an excellent turnout for Princess Story-time with Allyssa Owens from Enchanted Princesses with 73 people in attendance. NewsChannel 20 also covered the event. Children’s Story-time also resumed in January. Story-time is held every Monday and Tuesday at 10:30 a.m. with a variety of themes planned for the upcoming weeks. Other upcoming programs include 5 Money Questions for Women on 2/1 at 10:00 a.m. and Moments in Lincoln’s Life Lecture with historian Tom Emery on 2/21 at 6:30 p.m. The Library will also participate in Valentine’s for Vets program in coincidence with Take Your Child to the Library Day on Saturday, 2/2.

**Library Events and Outreach:**  Meetings at the Library in December were the Quilters, Chamber of Commerce, Girl Scouts, Mother’s Group, Old Tipton Estates Homeowner’s Association, and Sangamon County 4-H Group. Adult programs included Representative LaHood Public Meeting and Focus on Fixed Income. Adult program attendance was 17. Children’s programs Christmas Craft Night, Stuffed Animal Sleepover, and Princess Story-time. Total children’s program attendance was 102. Teen programs included Finals Study Nights and Teen Paint Night with 51 in attendance. Rachel conducted Library Outreach at Sherman Elementary on 12/13, 12/14 and 12/19 and attended a Christmas Party at SES on 12/15. She conducted outreach at the Villa on 12/14 and 12/28 with a total of 285 outreach participants.

The Library was closed for a Snow Day on January 5. Upcoming meetings include the Small Pubs Meeting on 1/25 in Mt. Pulaski and the F.F.F.F.A Meeting on 2/1 at Mount Zion.

**New Business:**  Liz Heubner made a motion to renew the Surety Bond and Brian Manci seconded the motion.

The Board discussed the Library Records Confidentiality Act Emergency Exceptions as well as the possibility of purchasing a snow blower or a sewing machine. The Board advised Rachel to explore some additional options for snow removal. The purchase of a sewing machine will be tabled for now.

**Continuing Business:** The Board discussed new art for the meeting room as well as the offering of yoga programs by Rachel who is now a certified yoga instructor.

**Adjournment:**  Julie Horton adjourned the meeting via a motion at 6:02 p.m. Liz Heubner seconded the motion. The Board will meet again on March 20, 2019.