Sherman Public Library Board

Regular Meeting

Board of Trustees

June 16, 2021

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

**Secretary’s Report:** It was moved by Brian Manci and seconded by John Barrett to approve the minutes from the May 2021 regular meeting as submitted by Courtney Westlake. The motion was approved.

**Treasurer’s/Financial Report:**   Julie Horton made a motion to accept the Treasurer’s Report and to pay the bills.  Brian Manci 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. Courtney Westlake seconded the motion, and a unanimous voice vote in favor was taken.

**Librarian’s Report:** For the month of May 2021, 2,420 items were circulated 2,995 times at our library. Resident borrowing totaled 237 cards and 2,406 checkouts. Non-Resident borrowing amounted to 53 borrowers and 589 checkouts. Reciprocal borrowing included   14 borrowers and 168 checkouts. 3M Cloud Library checkouts included 81 e-books and   18 e-audiobooks. Overdrive lending for March was 235 e-book checkouts and 71 e-audiobook checkouts. For April, Overdrive lending totaled 251 e-book checkouts and 100 e-audiobook checkouts; and for May, 255 e-book checkouts and 107 e-audiobook checkouts.

**Library Events and Issues:**

-223 Take and Make crafts were distributed in May.

-The Library has been hosting popular summer reading events. 23 attended an Outdoor Day to kick off summer reading on 5/29. 73 attended Paint with Water guns on 6/2. 25 attended the Color Fight on 6/12. 40 attend Tie-Dye party on 6/16.

The Friends of Sherman Library book club has been meeting virtually. They will take the summer off (July and August) and resume meetings in September.

Upcoming Programs:

“Discovering Dinosaurs” by the Macon County Conservation District Saturday, June 26

11 A.M.-12:00 P.M.

“Ozobot S.T.E.M. Program” by the Sangamon County 4-H & U. of I. Extension Office

Friday, July 9 2:00-3:00 P.M.

“Snake & Turtle Show” by the Macon County Conservation District Saturday, July 17

11:00 A.M.-12:00 P.M.

**New Business:**

The Board approved fee exemptions for Nonresident Cards for veterans killed or severely disabled in the line of duty. Proof of eligibility must be presented. John Barrett moved to update the Library’s Circulation and Borrowing Policy to reflect this fee exemption. Julie Horton seconded, and a unanimous voice vote was taken.

The Library will move to Phase 5 in accordance with Illinois. Unvaccinated people and children under the age of 12 are asked to wear a mask. The library’s furniture will be set out again. Children’s toys will remain put away. Curbside service is available for those who aren’t feeling well or who still want to utilize this service. Brian Manci made a motion to transition to these changes, and Mary Contri seconded. A unanimous voice vote was taken.

The Board discussed the Fiscal Year 2022 Non-Resident Card Program. Julie Horton made a motion that the Library will use the local property tax rate to calculate card fees for non-residents of the library district. Brian Manci seconded, and a unanimous voice vote was taken.

FY 22 ILLINET/OCLC renewal for FY 2022 is $327.29.

The Board reviewed the Director’s Annual Evaluation, which was compiled by Board members Mike Lang, John Barrett and Courtney Westlake. Elizabeth Heubner made a motion to approve the director’s evaluation for FY2021 and increase director’s wages by 5%, and Julie Horton seconded. A unanimous voice vote was taken.

The Board also discussed FY 2022 wages for all Library employees. John Barrett moved to approve wage increases as submitted for the staff. Courtney Westlake seconded. A unanimous voice vote was taken.

**Adjournment:** The meeting was adjourned by Julie Horton via a motion by 5:59 p.m. Courtney Westlake seconded the motion.

Next meeting: August 25, 2021