**Sherman Public Library Board**

**Regular Meeting**

**Board of Trustees**

**June 17, 2020**

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, Mary Contri, Brian Manci, John Barrett, Courtney Westlake, Mike Lang, and Liz

Heubner.

**Secretary’s Report:** It was moved by Brian Manci and seconded by Julie Horton to

approve the minutes from the May 2020 regular meeting. The motion was approved.

**Treasurer's/Financial Report:** Mike Lang made a motion to accept the Treasurer’s

Report and to pay the bills. Liz Heubner 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. Courtney Westlake seconded the motion and a

unanimous voice vote in favor was taken.

**Librarian’s Report:** For the month of May 2020, 234 items were circulated 236 times

at our library. Resident borrowing totaled 35 patrons and 227 checkouts. Non-Resident

borrowing amounted to 1 borrower and 1 checkout. Reciprocal borrowing included 0

borrowers and 0 checkouts. 3M Cloud Library checkouts included 120 e-books, and 14

Cloud Library e-audiobooks. Overdrive lending for March included 252 e-book

checkouts and 67 e-audiobook checkouts; for April Overdrive lending included 395

e-book checkouts and 74 e-audiobook checkouts; and for May Overdrive lending totaled

305 e-book checkouts and 72 e-audiobook checkouts.

**Library Events and Issues:** An online program, Readsquared, will be utilized for the

summer reading program for students. To date, 18 kids are registered in the 0-4 age

group, 32 are registered in the 5-12 age group, and 2 are registered in the teen

category. Prizes have been provided for the program by Monical’s Pizza, Sherman

SnoBiz, and Texas Roadhouse. Unfortunately, performances for children have been

cancelled for the summer but the Library is still assisting with performances for Camp

Sonshine in July.

A Storywalk has been constructed around the outside of the Library for children to walk

and read a deconstructed children’s book. 2021 Monarch, Bluestem, Rebecca Caudill,

and Abe Lincoln Award Winners have been purchased for the library’s collection as

well. Some passive programs for summer including Chalk Day, Bubbles Day, Favorite

Story Contest, Dino Take Home Craft, Pen Pal A Librarian, and Paint A Rock Program

are planned for summer.

There is currently a plumbing issue in the children’s bathroom. Gardner Plumbing will

address the issue. MIke Armour will remove a dead tree from library property. The Library Staff has been accommodating patrons with copies, printing and notaryservices when requested.

**New Business:** The Board discussed plans for a continued reopening in accordance

with Governor Pritzker’s Restore Illinois guidelines in response to the COVID-19

Pandemic. Illinois will be entering Phase 4 in the next week. The Library will open to a

limited number of patrons each day. The wearing of masks by patrons will be strongly

encouraged. Curbside pickup will continue to occur and senior/high-risk hours will be

implemented.

The Board of Trustees held elections for FY 2020: Julie Horton will remain as

President, Brian Manci will remain as Vice-President, Mary Contri will continue as

Treasurer and Courtney Westlake will assume the role of Secretary.

Julie Horton made a motion to continue use of the Tax Bill Method for calculating

Non-Resident fees for FY2021. Liz Heubner seconded the motion and all were in favor.

Liz Heubner made a motion to accept the FY2021 Holiday Closures. Julie Horton

seconded the motion and a unanimous vote was taken to approve the motion.

Liz Heubner made a motion to approve the FY2021 Meeting Dates. Brian Manci

seconded the motion and all were in favor.

**Closed Session:** It was moved by Mike Lang to enter Closed Session to discuss

personnel and payroll matters at 6:00 p.m. Courtney Westlake seconded the motion

and all were in agreement. Closed session was adjourned at 6:18 p.m.

Following the Closed Session, the Board presented Director Kocis with her annual

performance review.

**Adjournment:** The meeting was adjourned