**Sherman Public Library Board**

**Regular Meeting**

**Board of Trustees**

**June 19, 2019**

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

**Items not for Consideration on the Agenda:**  None

**Secretary’s Report:** Rachel noticed Mike Lang was omitted from the roll call on the May minutes. It was moved by Brian Manci and seconded by Julie Horton to approve the minutes from the May 2019 regular meeting with the revision. Motion passed unanimously.

**Treasurer’s/Financial Report:** Mike Lang made a motion, seconded by Mary Conti, to approve the May Treasurer’s report and pay related bills; motion passed unanimously. A separate motion to pay the monthly mortgage was made by Brian Manci and seconded by John Barrett. It passed unanimously. A third motion, made by Brian Manci and seconded by John Barrett to make an additional $25,000 principal payment to building loan in June—as has been done in the past—was also approved unanimously. The $25,000 payment will come from available general operating funds.

**Librarian’s Report:** 208 children have signed up for the summer reading program to date, an all-time record. Director Kocis reported that she spoke to all grade K-4 students at the elementary school 5\28-5\30. Animal sleepover on June 7 was a big success, with 32 animals spending the night at the library! American tree Service removed a large tree that had split in half for $600. The board discussed obtaining estimates for removing an additional diseased Ash tree, as well as stump removal for both trees. On a somewhat related matter, Rachel arranged for a pest company to examine the library’s trees for bagworms, which were reported by a neighbor with adjacent property. The pest technician reported that only one bag worm was on a single library tree, while the neighbor’s trees contained many bagworms. The board discussed and declined the idea of paying $200 to treat the library’s trees for bagworms. The Library was closed on Memorial Day Monday, May 27, 2019. The Library will be closed on Independence Day July 4, 2019.

**May 2019**

**Monthly Attendance: 2,568**

**Children’s programs**: SUMC Preschool field trip 5/9

**Children’s program attendance for May: 40**

**Adult Programs**: Blooddrive 5/6

**Adult program attendance for April: 10**

**Teen Programs:** Study for Finals 5/30

**Teen program attendance for April: 27**

**Groups Meeting:** Quilters, Mother’s Group, Lost Gourd Society, Chamber of Commerce, Daisies, Sangamon County 4-H, Girl Scouts, Flaggland Park Homeowner’s Association, PEO Women’s group

**Total Meeting Room Use:98**

**Library Outreach:** All His Children 5/17, Sherman Elementary School: 5/28,5/29,5/30 Villa Outreach 5/10,5/17,5/31

**Total Monthly Outreach for May:685**

**Study Room Use: 34**

**New Business:** The oath of office was administered to recently elected Trustee John Barrett.

Director Kocis informed the board that, effective June 1, Illinois public bodies no longer need to approve/file resolutions stating they will follow prevailing wage laws, per recent action by the Illinois General Assembly P.A. 100-1177. The library, she noted, will continue to pay prevailing wages for work covered by the act.

Rachel also alerted the board that trustees and library staff will need to complete at least one free online education opportunity by the end of the calendar year for the FY2020 per capita grant requirement and will need to review chapters in the trustee facts file and Serving Our Public 3.0 Standards for Illinois Public Libraries. She also alerted the board that work is progressing on the Illinois Public Library Annual Report, which must be submitted to the state library on or before September 1 of each year. Rachel will work with library lawyer Phil Lenzini to prepare the upcoming budget appropriation and levy.

**Other matters:**

Discussion on the idea of obtaining a digital sign for the front of the library garnered support from several board members, if funds are deemed available. Rachel will contact Ace Sign Company to get initial cost estimates, and see if a digital sign could be incorporated into the existing sign. Brian noted that, depending on the sign’s location, it may require obtaining a state permit. Julie noted that the board is not looking to usurp funds from other competing needs, if said funds could be better used elsewhere within the library. More discussion to follow.

The board considered, discussed and approved a wage increase of 5 percent for all library employees beginning with the fiscal year that starts July 1. The lowest paid employee will see her salary grow slightly more than 5 percent to $9.25 per hour, which will be the minimum wage on January 1, 2020. The salary adjustments were approved unanimously after a motion was made by Brian and seconded by Julie.

The board went into closed, executive session to consider the director’s evaluation citing “the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee…” The closed session lasted about 10 minutes, and reconvened into open-meeting status.

**Adjournment:**  Julie Horton adjourned the meeting via a motion at 6:05 p.m. John Barrett seconded the motion. The Board will meet again on July 17, 2019.