Sherman Public Library Board

Regular Meeting

Board of Trustees

June 15, 2022

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 Brian Manci, Courtney Westlake, John Barrett, Julie Horton, Mike Lang and Mary Contri. Elizabeth Heubner was absent.

**Secretary’s Report:** It was moved by John Barrett and seconded by Julie Horton to approve the minutes from the May 2022 regular meeting as submitted by Courtney Westlake. The motion was approved.

**Treasurer’s/Financial Report:** Brian Manci made a motion to accept the Treasurer’s Report and to pay the bills. Mary Contri seconded the motion, and the motion was carried by a unanimous voice vote.

**Librarian’s Report:** For the month of May 2022, 2,484 items were circulated 3,045 times at our library. Patron count was 1,560. Resident borrowing totaled 244 cards for 2,291 checkouts. Non-resident borrowing totaled 70 cards and 610 checkouts. Reciprocal borrowing included 13 borrowers and 144 checkouts. 3M Cloud Library checkouts included 53 e-books and 19 e-audiobooks. Overdrive lending for May was 195 e-book checkouts and 101 e-audiobook checkouts.

**Library Events and Issues:**

-Director Kocis applied for Directors University 2.0 through the Illinois Library Association. If selected, she would attend a three-day training in August at the State Library.

-12 additional Wonderbooks were purchased for the juvenile fiction collection.

-The Board discussed the Public Act 102-1050, which will have an effective date of January 1, 2023. This act amends the Child Bereavement Leave Act, changing the name of the Act to the Family Bereavement Leave Act and providing that all employees shall be entitled to use a maximum of 2 weeks (10 work days) of unpaid bereavement leave to be absent from work due to (i) a miscarriage; (ii) an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure; (iii) a failed adoption match or an adoption that is

not finalized because it is contested by another party; (iv) a failed surrogacy agreement;

(v) a diagnosis that negatively impacts pregnancy or fertility; or (vi) a stillbirth. It also provides that the employer may not require that the employee identify which category of event the leave pertains to as a condition of exercising rights under the Act. It changes references from “child” to “covered family members” and defines those terms. Our Bereavement

Leave section in the Personnel Policy will be updated to reflect this change.

-All K-4th grade classes at Sherman Elementary were visited in May by Director Kocis and were given information about the Summer Reading Program and were read stories. Calendars were printed for the entire school and shared at the Middle School and Junior

High.

-293 Take n’ Make crafts handed out in May including Mother’s Day, butterfly, snake,

icecream cones, and frogs.

-37 people attended the last two story-times in May

-10 people attended the FOSL Book Club on 5/10.

-3 people attended the Bring Your Own Book Club on 5/4.

-Marbold Historical Group, Sports Boosters Quilter’s, Lost Gourd Society, Mom’s

morning group, Boy Scouts and Lost Gourd Society met in the Meeting Room in May.

**New Business:**

-The Board voted to enact the FY 23 Non-Resident Survey. Julie Horton made a motion to approve, and Brian seconded. A unanimous voice was taken.

-Upcoming Budget Appropriation and Levy. Director Kocis will collaborate with the Library’s lawyer for this action item.

**Continuing Business:**

-The Board discussed a new rate for Armour Lawn Care’s services. John Barrett made a motion, and Julie Horton seconded. A unanimous voice vote was taken. The Board also discussed the current cleaning service with additional deep cleaning items to be incorporated into routine. Courtney Westlake made a motion to increase the rate with additional cleaning responsibilities, Brian Manci seconded. A unanimous voice vote was taken.

-Julie Horton made a motion to give 5% annual raises to the library’s two full-time employees for the upcoming fiscal year. Mary Contri seconded, and a unanimous voice vote was taken.

**Adjournment:** The meeting was adjourned by Julie Horton via a motion by 5:48 p.m. Mary Contri seconded the motion.

Next meeting: July 20, 2022