**Sherman Public Library Board**

**Regular Meeting**

**Board of Trustees**

**May 15, 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, Brian Manci, Courtney Westlake, Mary Contri, Mike Lang, and Elizabeth Heubner.

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

Recognition of Newly Elected Trustees: The Oath of Office was administered to newly elected trustees Mike Lang, Brian Manci, and Courtney Westlake.

**Secretary’s Report:** It was moved by Brian Manci and seconded by Julie Horton to approve the minutes from the April 2019 regular meeting. The motion was approved by a unanimous vote.

**Treasurers/Financial Report:**  Julie Horton made a motion to accept the March Treasurer’s Report and to pay the bills. Mike Lang seconded the motion, and the motion carried by a unanimous voice vote. Mike Lang made a motion to accept the April Treasurer’s Report and to pay the bills. Liz Heubner seconded the motion, and the motion carried by a unanimous voice vote. Liz Heubner made a motion pay the mortgage payment for April from the Special Reserves account. Courtney Westlake seconded the motion and a unanimous voice vote in favor was taken.

**Librarian’s Report:** The total patron count in month of April was 2,530. 2,997 items were circulated 3,563 times at our library. Resident borrowing totaled 268 patrons and 2,626 checkouts. Non-Resident borrowing amounted to 94 borrowers and 937 checkouts. Reciprocal borrowing included 12 borrowers and 200 checkouts. Cloud Library checkouts included 91 e-books, 26 Cloud Library e-audio. Overdrive had 182 e-book checkouts and 67 e-audiobook checkouts.

April Borrowing/Lendingtotals were as follows: 693 SHARE Borrowed, 669 SHARE Loaned, 2 WorldShare Borrowed, and 8 WorldShare Loaned.

**Library Events and Issues:** The calendar for summer programming is now complete. The theme will be “Showtime at Your Library.” Events, outreach, and programs are planned almost every day of June and July.

Our website was redesigned and launced at the beginning of May. The domain name and web hosting are now through Weebly.

Museum tickets for the Library to circulate to families for the Abraham Lincoln Presidential Museum, the Kidzeum, and Illinois State Museum is being coordinated.

The Board thanked Trustee Brian Manci for picking up old chairs and furniture for delivery to the Sherman Clean-up Day on May 11.

Rachel is looking into grants for an automated external defibrillator for the Library. She is researching various models of the device as well.

B & B Electric was called out to address several electrical issues around the library.

**Library Programs and Outreach:**  Meetings at the Library in March included the Quilters, Lost Gourd Society, Chamber of Commerce, Girl Scouts, Daisies, and Sangamon County 4H, Mother’s Group, and the Flaggland Park Neighborhood Association. Adult programs included Sherman Library Book Club, US Census Informational Session, and Representative LaHood Veteran’s Mobile Hours. Adult program attendance in April was 21. Children’s programs included Monday and Tuesday Story-Times, Card Collector Club and Sherman Elementary PreK Field Trip. Total children’s program attendance in April was 303. Teen programs included Card Collector’s Club and WHS Seniors Reading/Writing with 22 in attendance total. Rachel conducted Library Outreach at All His Children on 4/19, SUMC Preschool on 4/23 and the Villa on 4/5, 4/19 and 4/26 with a total of 148 outreach participants. Total Study Room use was 48 patrons, and the total attendance for the Library for April was 2,530.

Upcoming programs include outreach at Sherman Elementary to promote the Summer Reading Program as well as Finals Study Hours on May 30. Monday and Tuesday Storytimes will pause in May and resume in June.

**New Business:**  The Board held is annual election of officers for the coming year. Julie Horton will remain President. Brian Manci will take on the role of Vice-President. Liz Heubner and Mary Contri will continue as Secretary and Treasurer, respectively. Courtney Westlake will remain FOIA Officer.

Mary Contri made a motion to accept the FY2019 Holiday Closures. Julie Horton seconded the motion and all were in favor.

Mike Lang made a motion to adopt the FY 2019 Board of Trustees Meeting Schedule. Courtney Westlake seconded the motion and all were in favor.

**Continuing Business:** Rachel is monitoring the fees charged by OCLC, RB Digital, and Overdrive to assess which service provides the most resources for the fewest cost. She will continue to report to the Board.

The Evaluation Committee will report their initial Director Review at the June meeting.

**Adjournment:**  Julie Horton adjourned the meeting via a motion at 5:48 p.m. Liz Heubner seconded the motion. The Board will meet again on June 19, 2019.