**Sherman Public Library Board**

**Regular Meeting**

**Board of Trustees**

**May 20, 2020**

The regular monthly meeting of the Sherman Public Library Board convened at 5:02 p.m.  Present were Library Director Rachel Kocis and Board members Julie Horton, Mary Contri, Brian Manci, John Barrett, Courtney Westlake, and Liz Heubner.

**Secretary’s Report:**  It was moved by Brian Manci and seconded by Courtney Westlake to approve the minutes from the February 2020 regular meeting.  The motion was approved.

**Treasurer's/Financial Report:**  Liz Heubner made a motion to accept the Treasurer’s Report and to pay the bills.  John Barrett seconded the motion, and the motion carried by a unanimous voice vote.   John Barrett made a motion to pay the mortgage payment from the Special Reserves account.  Julie Horton seconded the motion and a unanimous voice vote in favor was taken.

**Librarian’s Report:**   The total patron count in the month of March 2020  was 1,160 (through March 16). 2,057 items were circulated 2,419 times at our library.  Resident borrowing totaled 247 patrons and 1,792 checkouts.  Non-Resident borrowing amounted to 61 borrowers and 495 checkouts.  Reciprocal borrowing included 13 borrowers and 132 checkouts.  3M Cloud Library checkouts included 98 e-books, 15 Cloud Library e-audiobooks.

In the month of April, 343 items were circulated 390 times at our library.  Resident borrowing totaled 36 patrons and 383 checkouts.  Non-Resident borrowing amounted to 2 borrowers and 4 checkouts.  Reciprocal borrowing included 1 borrower and 3 checkouts.  3M Cloud Library checkouts included 157 e-books, 22 Cloud Library e-audiobooks.

**New Business:**  The Board discussed plans for a phased re-opening in accordance with Governor Pritzker’s Restore Illinois guidelines.  When Illinois enters Phase 3, the library will begin offering curbside pickup for patrons.  The summer reading program for students will also be offered in an online format titled Read Squared: Dig Deeper.

Rachel presented information regarding the Sexual Harassment Prevention Training Public Act 101-0221 and discussed plans for the upcoming 2020 audit.

The Board formed a committee comprised of John Barrett, Courtney Westake, and Liz Heubner to begin the Director’s Evaluation process.

**Adjournment:**  The meeting was adjourned via a motion by Julie Horton at 5:58 p.m.  Liz Heubner seconded the motion.