Sherman Public Library Board

Regular Meeting

Board of Trustees

November 15, 2023

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

**Secretary’s Report:** It was moved by Julie Horton and seconded by Brian Manci to approve the minutes from the October 2023 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 for November. John Barrett seconded the motion, and the motion was carried by a unanimous voice vote.

**Librarian’s Report:**

Circulation for October 2023 included:

* 1,888 patron count
* 2,530 items circulated 3,132 times at our Library
* Resident borrowing: 249 patron cards and 2,327 checkouts
* Non Resident Borrowing: 68 cards and 464 checkouts
* Reciprocal borrowing: 14 cards and 115 checkouts
* Cloud Library: 69 e-books and 40 Cloud Library e-audiobooks
* Overdrive Lending: 165 e-book checkouts and 148 e-audiobook checkouts

**Borrowing/Lending October 2023**

SHARE Borrowed: 572

SHARE Loaned: 575

WorldShare Borrowed: 8

WorldShare Loaned: 3

**Library Events and Issues:**

-The Library completed and submitted insurance audit to Pekin Insurance Company on 11/3/2023

-Director Kocis emailed IGA changes with LIMRiCC on 11/6/2023

-Assistant Director and Director attended the Illinois Library Association Conference

10/24-10/26.

- The Board discussed amending the library policy to service animals only in the library.

-A new charging station was purchased for public use of electronic devices.

-Director Kocis went to the FFFFA meeting of children’s librarians on 11/2/23. The summer reading theme for 2024 is Read, Renew, Repeat. Most of the summer reading crafts, decorations, and prizes have been purchased. Sherman Library is working with Lincoln Public Library on scheduling performers.

-Villa residents came to the library for lunch and to check out books on 10/25/23.

**Building/Grounds**

- Director Kocis has been researching and working on IL State Library Construction Grant, federal tax incentives for solar, and an EBSCO Solar Grant specifically targeted for library solar installation.

-B&B has been out a few times and still has not fixed the outdoor light that is out.

**Monthly Programs and Meetings**

-515 Take n’ Make crafts and passive programming in October

-76 people attended Tuesday story-time in October

-3 people attended BYOB club.

-11 people attended FOSL book club

-47 people participated in the passport program

-3 people attended Mary Miller office hours

October Meeting Room use: Quilters, Marbold Historical Society, Lost Gourd Society,

Girl Scouts, Cub Scouts, Boy Scouts, Mother’s Group, Chamber of Commerce.

**New Business:**

The Board completed the semiannual review of the closed session minutes. Brian Manci made the motion to keep closed minutes closed. Julie Horton seconded, and it carried unanimously.

The Board discussed retaining KLC for snow removal at the library, which was the lowest bidding company. Julie Horton made the motion to keep KLC, and Elizabeth Heubner seconded the motion. It carried unanimously.

**Continued Business:**

Director Kocis distributed the Trustee & staff requirements for FY 2024 Per Capita Grant: Chapters 1-13 and Appendices A-K of Serving Our Public 4.0: Standards for Illinois Public Libraries 2019.

**Closed Session:** The Board entered a closed session per the Open Meetings Act exemption 5 ILCS 120/2(c)(1): “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees."

**Adjournment:** The meeting was adjourned by Julie Horton via a motion at 5:39 p.m. Courtney Westlake seconded the motion.

Next meeting: December 13, 2023