**Sherman Public Library Board**

**Regular Meeting**

**Board of Trustees**

 **October 16, 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, Joh Barrett, Brian Manci, Courtney Westlake, Mary Contri, Mike Lang and Elizabeth Heubner.

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

**Treasurers/Financial Report:**  Brian Manci made a motion to accept the Treasurer’s Report and to pay the bills. Mike Lang 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. Courtney Westlake seconded the motion and a unanimous voice vote in favor was taken.

**Librarian’s Report:** The total patron count in month of September 2019 was 2,545. 2,891 items were circulated 3,651 times at our library. Resident borrowing totaled 279 patrons and 2,660 checkouts. Non-Resident borrowing amounted to 62 borrowers and 781 checkouts. Reciprocal borrowing included 17 borrowers and 196 checkouts. Cloud Library checkouts included 84 e-books, 12 Cloud Library e-audio. Overdrive had 148 e-book checkouts and 56 e-audiobook checkouts.

September Borrowing/Lendingtotals were as follows: 671 SHARE Borrowed, 636 SHARE Loaned, 2 WorldShare Borrowed, and 8 WorldShare Loaned.

**Library Events and Issues:**  The Per Capita Grant was received in the amount of $5,185 for FY2019. The Interlibrary Loan and Reciprocal Borrowing Statistical Survey for period FY2019 was reported to the Illinois State Library on 10/2/2019. Rachel is currently working on the 2020 Per Capital Grant and FY2019 Expenditures Report.

The Budget and Appropriation Levy was filed at the County Clerk’s office on 9/25/19.

All Pro Floor Care cleaned carpets and waxed floors on October 12. Eighty-three people took advantage of the Passport Program on September 21. The Friends of the Sherman Library conducted their annual book sale in October. Chair Yoga also began this month and is held on the First and third Fridays from 1:30-2:00 p.m. A Fall Craft Night and “Kindness” themed Story Time will also be held in October.

**Library Events and Outreach:**  Meetings at the Library in September were the Quilters, Lost Gourd Society, Chamber of Commerce, Plastic Model Builders Club, Old Tipton Estates Homeowners Association, Girl Scouts, Daisies, Mother’s Group, and Flaggland Park Homeowner’s Association. The total meeting room use was 114 patrons. Adult programs included Sherman Library Book Club and Circuit Clerk Passport Program. Adult program attendance was 101. Children’s programs included Story Time on 9/9, 9/10, 9/17, 9/16, 9/17, 9/23, 9/24 and 9/30 as well as Cops for Kids on 9/28. Total children’s program attendance was 211. Teen programs included Card Collector Club with ten in total attendance. Rachel conducted Library Outreach at the Villa and All His Children.

**New Business:**  Julie Horton made a motion to renew our insurance coverage with Forsyth Insurance for the coming year. Mike Lang seconded the motion and all were in favor.

**Continuing Business:** The Board received a handout containing a chapter on Advocacy from the Trustee Files for review. Rachel also reported that the new electronic sign project is in progress with the need of some landscaping relocations. The Photo Contest is also underway.

**Adjournment:**  Julie Horton adjourned the meeting via a motion at 5:25 p.m. Mary Contril seconded the motion.