Sherman Public Library Board

Regular Meeting

Board of Trustees

September 15, 2021

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

**Items for consideration not listed on Agenda:** Elizabeth Heubner made a motion to contract with Yule Be Bright Holiday Lighting for Invoice #1, and Julie Horton seconded. Pricing includes install, maintenance, take down and storage.

**Secretary’s Report:** It was moved by Julie Horton and seconded by Mike Lang to approve the minutes from the August 2021 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. Elizabeth Huebner seconded the motion, and the motion carried by a unanimous voice vote. Mike Lang made a motion to pay the mortgage payment from the Special Reserves account. Brian Manci seconded the motion, and a unanimous voice vote in favor was taken.

**Librarian’s Report:** For the month of August 2021, 2,560 items were circulated 3,100 times at our library. Patron count was 1,552. Resident borrowing totaled 240 cards and 2,498 checkouts. Non-Resident borrowing amounted to 39 borrowers and 602 checkouts. Reciprocal borrowing included 14 borrowers and 165 checkouts. 3M Cloud Library checkouts included 98 e-books and 22 e-audiobooks.

Overdrive lending for June was 246 e-book checkouts and 113 e-audiobook checkouts. For July, Overdrive lending totaled 212 e-book checkouts and 114 e-audiobook checkouts; and for August, 234 e-book checkouts and 130 e-audiobook checkouts.

**Library Events and Issues:**

- The Illinois Department of Health plans to set up an outdoor mobile vaccination clinic at

the Library on September 25 and October 16 from 10a-1p.

- The County Clerk’s office will offer a Passport Program on September 18 th from 9a-12p at

the Library.

-The 2021 Application for Community Change grant is open from September 13-September 30, and Director Kocis will try to secure additional funding for a community StoryWalk.

-Director Kocis met with Mike Stratton to discuss the library partnering with the Village of Sherman for a Halloween performance for kids. Director Kocis is inquiring with Mike Anderson for “Spooky Stories.” They also discussed a community Storywalk.

-The Library celebrated its first participant to complete the 1,000 Books Before Kindergarten program in August.

-The Library purchased 12 more Wonderbooks, which come loaded with audio

and read the story aloud to children. The levels were expanded beyond the 3-5 age range to include early readers and chapter books. Wonderbooks have been popular with struggling readers.

-Director Kocis is meeting with local insurance agent Sean Bull on 9/17 to receive a quote on a new commercial insurance package.

-Library patron Georgia Edge would like to donate a memorial for her son Jarod and is discussing details with Director Kocis.

-First story-time was September 13 outside on the Library’s patio. There were 20 people in

attendance. Outdoor story-time will run September 13 - November 8, weather

dependent.

-The Quilters meeting was held on 8/5/2021, a Blood Drive was held on 8/9/2021 and a Girl Scout troop will use the meeting room in the fall.

-173 take-and-make crafts were handed out in August.

Building updates:

-Director Kocis plans to meet with Scooters for a new quote on the retention pond and landscaping for next spring.

-Carpet cleaning is scheduled for October 16 at 2:00 p.m.

**New Business:**

-Julie Horton made a motion to adopt the levy ordinance 2021-03. Courtney Westlake seconded, and a unanimous voice vote was taken.

-The board reviewed closed session minutes and unanimously voted to keep the minutes closed.

**Continuing Business:**

The Board reviewed the Trustee & staff requirements for FY 2022 Per Capita Grant: Chapters 1-13 and Appendices A-K of “Serving Our Public 4.0: Standards for Illinois Public Libraries 2019.”

**Adjournment:** The meeting was adjourned by Julie Horton via a motion by 5:21 p.m. Courtney Westlake seconded the motion.

Next meeting: October 20, 2021