Sherman Public Library Board

Regular Meeting

Board of Trustees

February 21, 2024

The regular monthly meeting of the Sherman Public Library Board was called to order at 5:03 p.m. Present were Library Director Rachel Kocis and Board members Julie Horton, John Barrett, and Mike Lang. Absent were Courtney Westlake and Brian Manci.

**Secretary’s Report:** It was moved by Julie Horton and seconded by John Barrett to approve the minutes from the January 17th regular meeting. The motion was approved.

**Treasurer’s/Financial Report:**  John Barrett made a motion to accept the Treasurer’s Report and to pay the bills for February. Mike Lang seconded the motion, and the motion was carried by a unanimous voice vote.

**Librarian’s Report**

**Circulation January 2024**

1,584 patron count

2,532 items circulated 3,201 times at our Library

Resident borrowing: 251 patron cards 2,387 checkouts

Non Resident Borrowing: 50 cards, 389 checkouts

Reciprocal borrowing: 12 cards, 202 checkouts

Cloud Library: 66 e-books, 35 Cloud Library e-audiobooks

Overdrive Lending: 240 e-book checkouts, 179 e-audiobook checkouts

**Borrowing/Lending January 2024**

SHARE Borrowed: 490

SHARE Loaned: 607

WorldShare Borrowed: 3

WorldShare Loaned: 7

**Library Events and Issues**

- Security cameras installed by Lloyd’s IT Solutions 2/8-2/12. Kevin came back on 2/26 to install one additional outdoor camera and added battery backup to the server.

-B&B Electric fixed outdoor LED pole light, part should still be under warranty.

-The director and assistant director attended IHLS Member Matters Day virtual conference on 2/8.

-N.H.S. high school students volunteered to put A.R. points in books in February.

-New volunteer will help organize book sale books for the library.

-SASED volunteer Allen has been coming with a job coach on Tuesday and Friday for one hour to dust the library and sanitize the children’s area.

-Annual library certification completed by director to IL State Library on 2/21.

-Elementary visits resumed Feb 5-7. Rachel reads to all the Kindergarten and First grade classes during their library time.

-New restaurant play equipment purchased for the children’s area.

-First blood drive since outbreak of COVID on 2/3. 7 people donated.

-$500 donation received from Sharon Reynolds.

-Compliment from public patron to board member about notary service.

-Ran “Blind Date with a Book” in February. Patrons were encouraged to checkout a covered book without knowing what was inside.

-Booked Tom Emery presentation for March 28th “Notable Women in IL History” at 6 PM

- Illinois Department of Innovation and Technology scheduled an application workshop for those interested in tech jobs for the state. March 13th 1-4 P.M.

-Women’s Personal Safety program scheduled on International Women’s Day, Friday, March 8th from 10-11 AM with Amy Giles of Mindbody Martial Arts in Springfield.

-Director to attend F.F.F.F.A. Meeting in Mt. Zion 2/22.

-Director to attend IL State Library Solar Training 10-4 on 3/6 at the IL State Library.

-Two more incidents with dogs in the library in February. Signage was purchased for dogs and surveillance camera.

**Monthly Programs and Meetings**

-223 Take n’ Make crafts and passive programming in January.

-4 people attended BYOB club.

-60 children attended story-time in January.

-2 people attended Mary Miller office hours

-18 people participated in Property Fraud Alert Program with County Recorder Josh Langfelder on 1/27.

-8 people attended the Take a Break Book Club on 1/8.

-7 people attended the Friends of the Library Book Club on 1/9.

January Meeting Room use: Quilters, Marbold Historical Society, Lost Gourd Society, Girl Scouts, Cub Scouts, Boy Scouts, Mother’s Group, Chamber of Commerce.

**New Business:**

Oath of office administered to new trustee Elizabeth Hearring.

Director Kocis informed the trustees to be on the lookout for economic interest statements to be filed with the Sangamon County Clerk’s office by May.

Director Kocis shared information about the new iLead trustee training portal

**Continued Business:**

Director Kocis presented the board with the final draft of the security camera policy. Julie Horton made a motion to approve the Security Camera Policy. Liz Hearring seconded, and it was carried by voice vote.

**Adjournment:** The meeting was adjourned by Julie Horton via a motion at 5:36 p.m. John Barrett seconded the motion.

Next meeting: March 20th, 2024