Sherman Public Library Board

Regular Meeting

Board of Trustees

April 19, 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 Julie Horton, Courtney Westlake, John Barrett, Mike Lang, and Brian Manci. Mary Contri and Elizabeth Heubner were absent.

**Decennial Committee on Local Government Efficiency:** A new law requires the creation of this committee and three meetings before 2024. Director Kocis discussed the need to appoint two community members to serve on the committee. The Board held the first meeting and appointed Dawn Rutschke and Phyllis Sanderbeck as community members. The next two meeting dates will be: May 17th and June 21st at 5 PM.

**Secretary’s Report:** It was moved by Brian Manci and seconded by Mike Lang to approve the minutes from the March 2023 regular meeting as submitted by Courtney Westlake. 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 April. Brian Manci seconded the motion, and the motion was carried by a unanimous voice vote.

**Librarian’s Report:**

Circulation for March 2023 included:

* 1,984 patron count
* 2,782 items circulated 3,418 times at our Library
* Resident borrowing: 277 patron cards and 2,637 checkouts
* Non Resident Borrowing: 61 cards and 554 checkouts
* Reciprocal borrowing: 13 cards and 213 checkouts
* Cloud Library: 57 e-books and 37 Cloud Library e-audiobooks
* Overdrive Lending: 266 e-book checkouts and 117 e-audiobook checkouts

**Borrowing/Lending March 2023**

SHARE Borrowed: 642

SHARE Loaned: 719

WorldShare Borrowed: 5

WorldShare Loaned: 6

**Library Events and Issues:**

-The Library set up a new special reserve account set up at INB, Business Premier Checking with a .15% interest rate. They’re offering a CD special of 4.02 annual percentage rate for a 13-month CD.

-The Library was using a free version of Weebly for the website, but the legacy program is being phased out in April. The new price model will be $10 per month, and will

offer upgraded status and more features to choose from for website design.

-The tax rate for the library district for property owners decreased this year from last year from .2874% to down .2758%, despite TITA hearing and increase after TIFs expired.

-Director Kocis spoke to IL State Library about grant opportunities for solar energy and was told the roof replacement and solar panels would qualify for Public Library Construction Grant that will be due January 2024.

-Director Kocis spoke to lawyer Phil Lenzini about RFP for the library’s potential solar project, he referred to Brian Mooty who has worked with solar projects.

-The Library filed Certificate of Status of Exempt Property for tax year 2023 on 3/27/23.

-Director Kocis released $425,000 in pledged securities from WSBT. Current security pledge is $125,000, which covers the excess funds over the FDIC limit of $250,000 at WSBT. The balance requiring security pledging fluctuates each month depending on expenditures and tax

monies; the current excess amount is around $25,000.

-Director Kocis was invited to “Tea with Lieutenant Governor Juliana Stratton on April 20 at the Illinois State Capital for National Library Week.

-The Library discovered that IHLS staff had “undeleted” over 2,600 items in our collection, working with the system to resolve the issue, and to make sure it doesn’t happen in the future.

-The Library’s Notary Public has been renewed for another 5 years.

-IL Libraries Present virtual event “Secrets of a Puzzle Maker with Will Shortz” April 25 at 7:00

PM.

**Building/Grounds**

-Blackhawk Roofing inspected the library roof after the tornado damage on 4/8/2023 and

noted no damage.

-Tom’s Plumbing took out the commercial grade toilet and installed a residential toilet in

children’s bathroom due to plumbing issues. They could not figure out the root cause of the Library’s ongoing plumbing issue.

-Boyscout Troop #330 installed a new diaper changing table in the men's bathroom.

**Monthly Programs and Meetings**

-239 Take n’ Make crafts were handed out in March

- 48 people attended story-time in March

-13 kids participated in the art history homeschool program on 3/16/23

-4 people attended the BOYB Book Club

-10 people attended the FOSL Book Club

-125 people attend Ice Princess Party

-March Meeting Room use: Quilters, Lost Gourd Society, Girl Scouts, Cub Scouts, Mother’s

Group, Chamber of Commerce.

**New Business:**

-The Board discussed appointing a new Open Meetings Act officer.

-The Board discussed a new policy regarding public comment at board meetings. The policy will be reviewed at the next meeting.

-The Board reviewed closed session minutes from the last 6 months of meetings. Julie Horton made a motion to keep Closed Session minutes closed from the January 18th 2023 and December 14, 2022 meetings; Courtney Westlake seconded.

-Solar panel update: Director Kocis reviewed another bid for solar panels. The board decided to move forward with getting an RFP.

**Adjournment:** The meeting was adjourned by Julie Horton via a motion at 5:35 p.m. Courtney Westlake seconded the motion.

Next meeting: May 17, 2023