**Sherman Public Library Board**

**Regular Meeting**

**Board of Trustees**

**August 16, 2023**

The regular monthly meeting of the Sherman Public Library Board was called to order at 5:01 p.m. Present were Library Director Rachel Kocis and Board members Julie Horton, Mary Contri, John Barrett, Mike Lang, and Elizabeth Heubner. Brian Manci and Courtney Westlake were absent.

**Budget and Appropriation Hearing:** The Board reviewed Ordinance 2023-02 Annual Budget and Appropriation Ordinance for the Fiscal Year Beginning the First Day of July 2023 and Ending the Last Day of July 2024. Julie Horton made a motion to approve Ordinance 2023-02, and Elizabeth Heubner seconded. A unanimous voice vote was taken.

**Secretary’s Report:** It was moved by Mike Lang and seconded by Elizabeth Heubner to approve the minutes from the June 2023 regular meeting. The motion was approved unanimously.

**Treasurer’s/Financial Report:** Mary Contri made a motion to accept the Treasurer’s Report and to pay the bills for June. John Barrett seconded the motion, and the motion was carried by a unanimous voice vote. Julie Horton made a motion to transfer $75,000 from the general operating fund to the special reserve fund. Mary Contri seconded the motion, and the motion carried by a unanimous voice vote.

**Circulation June 2023**

2,478 patron count

3,165 items circulated 4,071 times at our Library

Resident borrowing: 288 patron cards 3,100 checkouts

Non Resident Borrowing: 76 cards, 423 checkouts

Reciprocal borrowing: 12 cards, 249 checkouts

Cloud Library: 78 e-books, 42 Cloud Library e-audiobooks

Overdrive Lending: 232 e-book checkouts, 126 e-audiobook checkouts

**Borrowing/Lending June 2023**

SHARE Borrowed: 446

SHARE Loaned: 604

WorldShare Borrowed: 1

WorldShare Loaned: 1

**Circulation July 2023**

2,370 patron count

3,024 items circulated 3,816 times at our Library

Resident borrowing: 302 patron cards 2,728 checkouts

Non Resident Borrowing: 67 cards, 873 checkouts

Reciprocal borrowing: 15 cards, 215 checkouts

Cloud Library: 80 e-books, 28 Cloud Library e-audiobooks

Overdrive Lending: 247 e-book checkouts, 113 e-audiobook checkouts

**Borrowing/Lending July 2023**

SHARE Borrowed: 420

SHARE Loaned: 570

WorldShare Borrowed:0

WorldShare Loaned: 0

**Library Events and Issues**

-FOIA request from CoreNumbers about energy bill fulfilled on 6/23/23

-FOIA request from SmartProcure for all purchasing records from 8/10/2017 to current was fulfilled on 6/5/23.

-Decennial Committees on Local Government Efficiency Act Report faxed to County Board and emailed to Annette Fulgenzi on 6/23/23.

-Signed up the library to participate in IHLS Library Crawl in October

**Monthly Programs and Meetings**

-458 Take n’ Make crafts were handed out in June

-338 Take n’ Make crafts were handed out in July

-977 attended youth programs in June

-774 attended youth programs in July

-3 people have attended office hours with a representative from Mary Miller’s office in June and July.

-128 people signed up for Cardinals Raffle tickets for the Summer Reading Program sign-up.

-18 people attended the FOSL Book Club

June and July Meeting Room use: Quilters, Marbold Historical Society, Lost Gourd Society, Girl Scouts, Cub Scouts, PEO Group, Mother’s Group, Chamber of Commerce.

**New Business:**

-The Board reviewed the new changes to the study room policy which limit tutoring sessions to one-on-one sessions. Mike Lang made a motion to approve the additions to the new policy, Elizabeth Heubner seconded. The motion was carried unanimously.

-The board was encouraged to sign-up for Trustee Day at the Illinois Library Association annual meeting held in Springfield in October.

-The board reviewed the contract for Holiday Lighting.

-Secretary’s Audit will need to be completed by August 31st for the Illinois Public Library Annual Report.

**Adjournment:** The meeting was adjourned by Julie Horton via a motion at 5:41 p.m. John Barrett seconded the motion.

 **Next Meeting**: September 20, 2023 at 5:00 p.m.