



October 9, 2015

LIBRARY COMMISSION MEETING NOTICE

The Village of Forsyth Library Commission has scheduled a meeting for
Wednesday, October 14, 2015 at 1:00 p.m.

This meeting will be held in the Conference Room at the Forsyth Public Library.
The agenda for the said meeting is attached.

If you have any questions, please call the Village Hall at 877-9445.

Library Director
Rachel Miller

cc: Tammy Brummitt
Mary Jo Rowley
Bernadette Birkholtz
Lakshmi Jyothinagaram
Pat Parr
Cheryl Lehman
Dave Webb
Trustee Steve Hubbard
Trustee Bob Gruenewald
Trustee Dave Wendt
Trustee Jim Peck
Trustee Larry Reed
Trustee Kerstin Trachtenberg
Mayor Marilyn Johnson
Village Administrator, David Strohl
Village Clerk, Amy Goodman
Community and Economic Development Coordinator, Emily Prather
Village Vision

Village of Forsyth Public Library
Library Commission Meeting Agenda

Wednesday October 14, 2015
1:00 p.m.
Library Conference Room

The regular monthly meeting of the Forsyth Public Library Commission is scheduled for Wednesday October 14, 2015 at 1:00 p.m. in the Conference Room located in the library.

Call to Order

Roll Call

Minutes

Minutes from September 9, 2015

Public comment: Anyone who wishes to address the Library Commission may do so at this time. Please state your name and address, and limit comments to three minutes or less. Relevant printed material and handouts that support your concerns or topic are welcome.

New Business

Per Capita Grant: Resource Sharing
Future Meeting Dates

Old Business

Librarian's Report

Circulation, attendance, and library statistics for the month of September

Adjournment

Note: The next Library Commission meeting will be held on November 18, 2015.

Library Commission Meeting Minutes
Village of Forsyth Public Library
September 9, 2015

Call to order

In the absence of the Chair, the meeting was called to order by Mary Jo Rowley at 1:05 p.m.

Roll Call

Bernadette Birkholtz
Pat Parr
Mary Jo Rowley
Cheryl Lehman
Dave Webb

Also Present

Rachel Miller, Library Director

Absent

Tammy Brummitt
Lakshmi Jyothinagaram

Minutes

There were no corrections, additions, or deletions to the August 12, 2015 minutes. Pat Parr moved and Dave Webb seconded to approve the minutes. Motion carried on voice vote; all members voting yea.

Public Comment

There was no public comment.

New Business

Per Capita Grant: Educational and Training Opportunities For Patrons

Director Miller reminded members that the Commission is working through the requirements of the FY2016 Per Capita Grant. She read the two goals as:

1. Identify educational programs and training opportunities the library currently provides to its patrons.
2. Show how funds support educational and training opportunities.

There was discussion that the Forsyth Public Library provides many educational programs-- actually all programs are educational. Some examples given were Summer Reading Program, Baby Talk, working with Decatur Christian School, Elder Watch, services to Kids 'n Fitness,

bookmarks, testing education, online resources, donation of books to Christian Homes, Inc., etc.

In explaining how Library funds are used to support education opportunities, the Director told members that there is a budget line item for Promotional/Programming of \$10,000. This line item is utilized for educational programs.

Summer Reading Program Review

The Director presented a written report on "Reading to the Rhythm", the summer 2015 reading program. It showed that 75 programs were held with 2957 attendees, a record number of people registered (693) and an increased percentage of participants completing all levels. It was noted that the total cost of \$6,928 amounted to \$1.90 per participant. Sponsors were listed on the report and the Director mentioned how important they were.

New for the program this year were the three surveys requested of families, preschool story times, and students aged 2 to 12. The survey responses were summarized and were presented to the Commission.

Old Business

None.

Librarian's Report

Circulation, Attendance, and Library Statistics: August 2015

Director Miller provided her report and noted that last month was down slightly in circulation and attendance. She commented this was probably a good thing since the staff was short three people.

Library Activities

Items in addition to the written report were:

- The Director has done a phone interview with Illinois Library Association for an article in their December magazine.
- Bids came in high on a new Library roof so the project will be pushed back until Spring, 2016.
- The Library will be a pick-up point for the WSOY food drive in October.
- The Garden Club will have a Fall display in front of the Library. (Leftover straw from Farm Progress Show booth will be utilized.)
- There is a pumpkin decorating contest being planned in October with a theme of book characters.
- Director Miller is working with the Decatur Public Library Archivist on a display of Macon County history.

FOIA Request

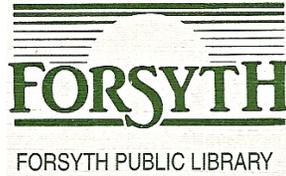
The Director discussed a Freedom of Information Act request received by the Library from Story Time with Megan Fox. The request had also been sent to several hundred other libraries. Director Miller stated that the request has been handled with advice from the Village Administrator.

Adjournment

Dave Webb moved, Cheryl Lehman seconded to adjourn the meeting at 2:24 p.m. Motion declared carried on voice vote; all members voting yea.

Respectfully submitted,

Cheryl Lehman, Secretary



**Library Director's Report
Library Commission Meeting**

October 14, 2015

September Library Statistics

- Circulation - 6,176 (September 2014 5,942)
- Attendance - 3,171 (September 2014 3,546)

Library Activities

- Lisa Sarm has been hired as Library Assistant II – Youth Services. We are happy to be back at full staff.
- Magazine subscriptions for 2016 have been finalized and ordered.
- Architectural Expressions has completed the planning documents for expanding electrical outlets in the library and these documents have been sent to electrical contractors. Project estimates will be presented at a future Village Board meeting.
- I met with Rebecca Damptz, Decatur Public Library's Local History Librarian/Archivist, on September 11. She is working with the Heritage Network of Decatur and Macon County on ways to promote local history at area libraries.
- Members of the Garden Club of Decatur created a beautiful outdoor fall display for the library.
- BabyTalk remains as one of our most popular programs. A total of 93 children and 79 adults attended sessions during the month of August. 85 children and 69 adults attended sessions in September. Many of those participants come in to use the library before and after the BabyTalk sessions. BabyTalk meets at 9:30 a.m. every Wednesday for ages birth through three and their caregivers.
- Several students from Richland Community College's Early Childhood Education program toured our library during September as part of a class assignment.
- I am serving on the Illinois Library Association Nominating Committee. I participated in a phone meeting on September 17 and will be meeting with the committee in October.
- Forsyth Sunrise Rotary Club has decided to disband. They made a generous donation of \$200 to the library with some of their remaining funds.
- The library served as a collection spot for the 2015 WSOY Community Food Drive.

Respectfully submitted,
Rachel Miller
October 9, 2015