

December 4, 2015

LIBRARY COMMISSION MEETING NOTICE

The Village of Forsyth Library Commission has scheduled a meeting for
Wednesday, December 9, 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 December 9, 2015
1:00 p.m.
Library Conference Room

The regular monthly meeting of the Forsyth Public Library Commission is scheduled for Wednesday December 9, 2015 at 1:00 p.m. in the Conference Room located in the library.

Call to Order

Roll Call

Minutes

Minutes from November 18, 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

- Floor Outlet Project
- Review of Per Capita Grant FY2017 Requirements

Old Business

Librarian's Report

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

Adjournment

Next meeting date: February 10, 2016

Reminder: January 13, 2016 Library Commission meeting has been canceled.

Library Commission Meeting Minutes
Village of Forsyth Public Library
November 18, 2015

Call to order

In the absence of the chair, the meeting was called to order by Mary Jo Rowley at 1:03 p.m.

Roll Call

Bernadette Birkholtz
Mary Jo Rowley
Cheryl Lehman
Dave Webb

Also Present

Rachel Miller, Library Director

Absent

Tammy Brummitt
Lakshmi Jyothinagaram
Pat Parr

Minutes

There were no corrections, additions, or deletions to the October 14, 2015 minutes. Dave Webb moved and Cheryl Lehman seconded to approve the minutes. Motion carried on voice vote; all members voting yea.

Public Comment

There was no public comment.

New Business

Library Programming

Director Miller stated that the per capita grant has been wrapped up for last year. She said that since the Commission is the “ears” for the community needs, she felt it appropriate that programming be discussed. The 2016 Summer Reading Program plans are starting. The theme is “Read for the Win” (referring to the Olympics). There followed a discussion on adult prizes that could be purchased for approximately \$5 per person.

A possible program for Martin Luther King, Jr. Day was presented. Since this has become a “do good” day, Director Miller is considering having community groups give patrons the chance to work on their projects that day.

It was noted that the Tech Club program (18 participants) and the Staples Windows 10 program (35 participants) have done well.

A problem with attendance at the July art programs was discussed; after registration, about 50% show up. Ideas were to switch the art programs to June and preschool programs to July or to have the art in June and have programs not requiring a paid leader in July.

Old Business

None.

Librarian's Report

Circulation, Attendance and Library Statistics: October 2015

The Director noted that circulation was down 66 items and attendance was down slightly compared to last year.

Library Activities

Items in addition to the written report were:

- Commission members were shown the disc that can be checked out to use for the Village's disc golf course.
- Staff is working on adding additional shelving and hoping to have it done by the end of the year.
- Additional electrical outlets are being ordered for the conference room and library areas.

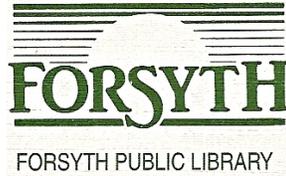
Adjournment

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

Respectfully submitted,

Cheryl K. Lehman

Cheryl Lehman, Secretary



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

December 9, 2015

November Library Statistics

- Circulation - 6,411 (November 2014 6,085)
- Attendance - 2,840 (November 2014 3,191)

Library Activities

- The library's Christmas trees are up and ornament-making programs are being held this week. Displays within the library feature holiday books and DVDs.
- Youth Services Librarian Sandi Hayes is planning several family programs during the schools' winter break, including movies, chocolate bingo, and family LEGO day.
- Family Reading Night was celebrated over most of a week at Forsyth Public Library. From November 17-20, families could pick up free books, bookmarks, and information about recommended read-alouds to take home and share while reading together.
- I participated in an online meeting of libraries in the Library on the Go digital material consortium on November 13.
- Forsyth Public Library hosted an Illinois Heartland Library System Circulation Forum on November 19. Three of our staff members attended, along with library staff from area public libraries.
- I attended a meeting of area library directors at Chatham Public Library on November 24.
- Discs for use at the new disc golf course are available for check out from the library. These discs are recommended by course creator Wilbur Wallis as especially good for beginning disc golfers.
- Outlet boxes for our electrical outlet project are on order. As soon as the boxes arrive, Alltech Electric will begin work.

*Respectfully submitted,
Rachel Miller
December 3, 2015*