



April 8, 2016

**LIBRARY COMMISSION MEETING NOTICE**

The Village of Forsyth Library Commission has scheduled a meeting for  
Wednesday, April 13, 2016 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 April 13, 2016**  
**1:00 p.m.**  
**Library Conference Room**

The regular monthly meeting of the Forsyth Public Library Commission is scheduled for Wednesday April 13, 2016 at 1:00 p.m. in the Conference Room located in the library.

**Call to Order**

**Roll Call**

**Minutes**

Minutes from March 9, 2016

**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**

Discussion of the library as a provider of educational programs (Per Capita FY17)

**Old Business**

**Librarian's Report**

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

**Adjournment**

Next meeting date: May 11, 2016

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Library Commission Meeting Minutes  
Village of Forsyth Public Library  
March 9, 2016

**Call to order**

The meeting was called to order by Tammy Brummitt at 1:21 p.m.

**Roll Call**

Tammy Brummitt  
Lakshmi Jyothinagaram  
Pat Parr  
Mary Jo Rowley

**Also Present**

Rachel Miller, Library Director

**Absent**

Bernadette Birkholtz  
Cheryl Lehman  
Dave Webb

**Minutes**

There were no corrections, additions, or deletions to the February 10, 2016 minutes.  
Pat Parr moved and Mary Jo Rowley seconded to approve the minutes. Motion carried on voice vote; all members voting yea.

**Public Comment**

There was no public comment.

**New Business**

Illinois Library Association – Standards for Illinois Public Libraries

Director Rachel Miller presented this project for Forsyth Public Library Commission members to complete as a group as part of the requirements for the Per Capita Grant from the Illinois Library Association. This was a survey from the Illinois Library Association on services and materials available at Forsyth Public Library.

The Library Commission members reviewed:

Chapter 6 [Access] Access Standards and Access Checklist

Appendix M [Topics Recommended for Public Use of the Library Policy];

Appendix N [Hours of Service by Population].

**Old Business**

None.

**Librarian's Report**

Director Miller handed out new materials lists and patron statistics. February 2016 attendance was up. Circulation is the highest in the last five years. Inter-library loans received are also up.

Library staff is getting ready for the Magazine Sale scheduled for this coming Friday, March 11 from 10am-4pm, and Saturday, March 12 from 10am-1pm. Various retired magazines, books and other items will be available.

Registration for the Summer Reading Program beginning May 31<sup>st</sup> is coming together. Saturday, June 4, is a celebration of the Summer Reading Program and an incentive to continue registrations. The theme is "Read for the Win". The Forsyth Summer Library and Park activities calendar should be available to Forsyth residents by May 1, 2016.

The Forsyth Public Library recent "Windows 10" Program had 52 attendees.

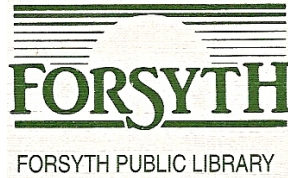
**Adjournment**

Mary Jo Rowley moved to adjourn and Pat Parr seconded to adjourn the meeting at 2:25 p.m. Motion declared carried on voice vote; all members voting yea.

Respectfully submitted,

*Mary Jo Rowley*

Mary Jo Rowley, Substitute Secretary in Cheryl Lehman's absence



**Library Director's Report  
Library Commission Meeting  
April 13, 2016**

**March Library Statistics** *Statistics provided for both 2015 & 2014, due to extra closed days in March 2015.*

- Circulation - 7,489 (March 2015 3,876 March 2014 6,325)
- Attendance - 3,969 (March 2015 1,135 March 2014 3,814)

**Library Activities**

- The Magazine and Used Materials Sale was held on March 10-11. Book and magazine sales totaled \$272.85. Magazines remaining after the sale were donated to Danville Veteran's Services. The items approved for disposal at the February 16, 2016 Village Board meeting were sold for a total of \$323.00. All items from the disposal list sold except the pianos. These will be listed in an upcoming *Village Vision*.
- Youth Services Librarian Sandi Hayes and I have completed our portion of the 2016 Summer Calendar and submitted it to John Moody. Calendars are expected to be in homes by May 1.
- We received notice of our FY16 Illinois Public Library Per Capita Grant award in the amount of \$2,690.27. As in past years, notice of the award does not translate to immediate receipt of the funds. The award letter notes, "Please be aware that due to the state budget impasse, payment of these funds may be significantly delayed." The FY16 award is about 62% less than recent years.
- The library recently received a \$3,000 donation from the T.S. and Juanita Balance Foundation for the purchase of books.
- The warmer weather has created renewed interest in the golf discs available for check out at the library. We have ordered 6 more to increase availability.
- Wilbur Wallis will be leading a disc golf program at the library on Saturday, May 7 at 10:00 a.m. He will demonstrate the basics of the sport and give tips for improving skills. After the program at the library, Wilbur will be going over to the Forsyth course and program participants will be welcome to join him for more instruction or just a friendly round of disc golf.
- National Library Week is April 10-16. We are celebrating by holding a reception in the library on Wednesday, April 13th from 10 a.m.—3 p.m. We are also featuring the books checked out the most at our library between May 2015 and February 2016 and sponsoring a contest to guess which fiction and nonfiction book is the number one title. Patrons checked out a total of 57,614 items between May 1, 2015 and December 31, 2015 at Forsyth Public Library. This is a 7.29% increase over those months in 2014.

*Respectfully submitted,  
Rachel Miller  
April 8, 2016*