



June 3, 2016

LIBRARY COMMISSION MEETING NOTICE

The Village of Forsyth Library Commission has scheduled a meeting for
Wednesday, June 8, 2016 at 1:30 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: Mary Jo Rowley
Bernadette Birkholtz
Lakshmi Jyothinagaram
Pat Parr
Cheryl Lehman
Pramod Chikkappaiah
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 June 8, 2016
1:30 p.m.
Library Conference Room

The regular monthly meeting of the Forsyth Public Library Commission is scheduled for Wednesday June 8, 2016 at 1:30 p.m. in the Conference Room located in the library.

Call to Order

Roll Call

Minutes

Minutes from May11, 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

Introduction of new Library Commission member
OMA training requirements
Per Capita Grant requirement: New technologies discussion

Old Business

Summer reading program 2016

Librarian's Report

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

Adjournment

.....

Library Commission Meeting Minutes
Village of Forsyth Public Library
May 11, 2016

Call to order

The meeting was called to order by Director Miller at 1:31 p.m.

Roll Call

Bernadette Birkholtz (Came in at 1:40 PM)

Lakshmi Jyothinagaram

Pat Parr (Left at 2:00 PM)

Mary Jo Rowley (Left at 1:40 PM)

Cheryl Lehman

Pramod Chikkappaiah

Also Present

Rachel Miller, Library Director

Absent

Dave Webb

Minutes

There were no corrections, additions, or deletions to the April 13, 2016 minutes. Lehman moved and Parr seconded to approve the minutes. Motion carried on voice vote; all members voting yea.

Public Comment

There was no public comment.

New Business

New Library Commission member Pramod Chikkappaiah was introduced. Mary Jo Rowley has been reappointed to the commission. Both terms expire in May 2019.

Motion to elect new Chair Parr. Rowley moved and Lehman seconded. Motion carried on voice vote; all members voting yea. Parr led the remainder of the meeting.

Motion to elect new Secretary Chikkappaiah. Parr moved and Jyothinagaram seconded. Motion carried on voice vote; all members voting yea.

Meeting Time from May 2016 to May 2017

After discussion there was agreement to have the meeting on second Wednesday of every month at 1:30 p.m.

Library director handed out Library act, Policy Manual, and Open Meeting Act to new members and talked about the duties of the Library Commission.

Open Meeting Act training: New member Chikkappaiah will need to complete the online Open Meeting Act training within 90 days of his appointment to the Commission.

Nonresident library card – Birkholtz made a motion to continue with the library's nonresident card policy as written. Chikkappaiah seconded. Motion carried on voice vote; all members voting yea. "... Forsyth Public Library is on record with Illinois Heartland Library System as a non-participating library. ... The Library does not sell non-resident cards, but patrons who present non-resident cards that have been purchased at other libraries may check out materials as reciprocal borrowers."

Per Capita Grant requirement: Resource sharing discussion - Director Miller asked the members to discuss library activities that foster increased resource sharing as required by the Per Capita Grant FY17. Items discussed included participation in the SHARE database, access to databases and computers for any library user, class visits from Decatur Christian School, and assisting Maroa Forsyth School District teachers.

Per Capita Grant requirement: Collaborative efforts - Director Miller asked the members to identify current or potential collaborative efforts that have benefited or will benefit local library patrons and patrons in neighboring communities as required by the Per Capita Grant FY17. Items discussed included a long-standing relationship with the Hickory Point Historical Society, meetings and discussions with staff from area libraries, and the joint publicity and registration with the local park program.

Old Business

Overview of FY17 Per Capita Grant requirements – Director Miller reviewed the Per Capita Grant program and discussed the timeline for completing the requirements.

Summer Reading Program 2016 – Director Miller shared information about programs and events for the upcoming Summer Reading Program. Registration begins on Tuesday, May 31.

Librarian's Report

Circulation, Attendance and Library Statistics (April, 2016)

The Director presented her written reports and noted that the circulation figure of 6972 was better than the last five years.

Library Activities

Director Miller spoke about the butterflies that library personnel have been raising from caterpillars. Also, there are some planned activities in association with Decatur Park District and Scovil Zoo. Director mentioned that if people are interested in trying to play Disc Golf, patrons can borrow Disc Golf equipment from the library. Also, with the help of Staples, patrons can get information about the computers as part of the tech club activities. Investing company came and gave a seminar for the patrons about investing.

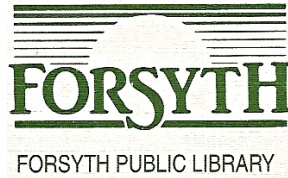
Adjournment

Jyothinagaram moved, Birkholtz seconded to adjourn the meeting at 2:45 p.m. Motion declared carried on voice vote; all members voting yea.

Respectfully submitted,

Pramod Kumar Chikkappaiah

Pramod Kumar Chikkappaiah, Secretary



**Library Director's Report
Library Commission Meeting
June 8, 2016**

May Library Statistics

- Circulation - 7,853 (May 2015 7,169)
- Attendance - 3,725 (May 2015 3,348)

Library Activities

- The summer reading program has occupied much of our completed displays, bulletin boards, and behind the scenes preparations. The first day of registration was Tuesday, May 31 and 252 people signed up for the reading program on that first day. 402 patrons visited the library that day, checking out 918 items. Our summer theme is "Read for the Win."
- Saturday, June 4 is the day to "race in and sign up." Both the library and the park program will be registering program participants at the library that day, allowing village residents to take care of both registrations in one stop. We will be building and promoting Zinio digital magazines and other digital materials.
- Youth Services Librarian Sandi Hayes went to Maroa-Forsyth Grade School on May 10 to promote the summer reading program to kindergarten through 4th grade classes.
- Decatur Christian School classes visited the library 42 times during the 2015-2016 school year with an additional 8 visits by the DCS preschool class for storytimes.
- Forsyth Public Library hosted a meeting of the Library on the Go consortium on May 20.
- The library served as a collection point for the Stamp Out Hunger Food Drive sponsored by the National Association of Letter Carriers during the week of May 9.
- As of May 31 we had 96 children signed up for the 1000 Books Before Kindergarten program that started at the beginning of the year. We've had another child complete their 1000 books.
- I attended a SHARE membership meeting at Effingham Public Library on May 4. SHARE is the consortium of libraries that participate in our circulation system.



*Respectfully submitted,
Rachel Miller
June 3, 2016*