



VILLAGE OF FORSYTH, ILLINOIS

October 7, 2016

LIBRARY COMMISSION MEETING NOTICE

The Village of Forsyth Library Commission has scheduled a meeting for
Wednesday, October 12, 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
Julia Livingston
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
Village Vision

**Village of Forsyth Public Library
Library Commission Meeting Agenda**

**Wednesday October 12, 2016
1:30 p.m.
Library Conference Room**

The regular monthly meeting of the Forsyth Public Library Commission is scheduled for Wednesday October 12, 2016 at 1:30 p.m. in the Conference Room located in the library.

Call to Order

Roll Call

Minutes

Minutes from September 14, 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.

Old Business

New Business

Discussion of future meeting dates and times
Policy Manual – Circulation Policies
Update on furniture project

Librarian's Report

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

Adjournment

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Library Commission Meeting Minutes
Village of Forsyth Public Library
September 14, 2016

Call to order

The meeting was called to order by Chair Pat Parr at 1: 36 P.M.

Roll Call

Pat Parr

Lakshmi Jyothinagaram

Mary Jo Rowley

Julia Livingston

Pramod Chikkappaiah

Also Present

Rachel Miller, Library Director

Absent

Cheryl Lehman

Bernadette Birkholtz

Minutes

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

Public Comment

There was no public comment.

Old Business

Open Meetings Act (OMA) Training Requirements

Julia Livingston completed online training and the certificate is filed with the Library and at Village Hall.

New Business

Summer Reading Program Review:

Director Miller presented a summary of the 2016 summer reading program and highlighted some of the summer activities. 64.3% completed the reading program. 67.1% completed the first level. Reading club 45% finished. Adult program attendance was not as successful as expected. There were lots of appreciation and encouraging comments to the staff in the reading program survey.

Youth Services Librarian Sandi Hayes and other library staff members are already developing plans for the 2017 summer program. Parr credited the good work of Director Miller and her team for the successful summer programs. Rowley and Jyothinagaram agreed.

Librarian's Report

Circulation, Attendance and Library Statistics (Aug, 2016)

The Director presented her written reports and noted that the circulation figure of 7680 was better than the last five years. Director talked about the upcoming events in October and November.

Adjournment

Rowley moved and Jyothinagaram seconded to adjourn the meeting at 2:24 PM. Motion declared carried on voice vote; all members voting yea.

Respectfully submitted,

Pramod Kumar Chikkappaiah

Pramod Kumar Chikkappaiah, Secretary



FORSYTH PUBLIC LIBRARY

**Library Director's Report
Library Commission Meeting
October 12, 2016**

September Library Statistics

- Circulation - 7,176 (September 2015 6,176)
- Attendance - 3,607 (September 2015 3,171)

Library Activities

- Our cooperative programs with the Heritage Network of Decatur and Macon County will be held in October and November. Scovill Zoo and the Children's Museum of Illinois will present a family program on Tuesday, October 11. Directors from the Mueller and Staley Museums will present a program on October 15 about these families and companies and how they contributed to the history of Macon County. Rounding out the series will be a November 5 program about recording and preserving your own family history. We will be featuring an interactive local history display in the library during the programs.
- Fall activities are in full swing, including storytimes and DCS class visits. Attendance at preschool storytimes is still up and down, but the move to Friday mornings seems to be helping.
- The library has used donation money to purchase some kid-friendly technology tools, including includingozobots, VR glasses, snap circuits, MakeyMakey and code-a-pillar. We offered a Tech Play Day on September 24 so library patrons could have fun trying them out. These technology tools will soon be available for check-out.
- The large oak near the east entrance to the library is dying and needs to be removed. I have been talking with chainsaw artists and requesting proposals for a possible carved sculpture from this immense trunk. I have also been communicating with the Decatur Area Arts Council about grant opportunities for partial funding of this public art project. The Village Board will be discussing tree removal and possible carving at a future meeting.
- I met with Mona Deming from Embury, Ltd. on September 22. She brought first drafts of a potential floor plan, fabric and finish samples, and even some sample chairs for us to examine. While she was here, she also surveyed existing furniture and took measurements. Our second meeting is likely to occur in early October.
- Youth Services Librarian Sandi Hayes and I attended a meeting of area librarians on September 21 at the Chatham Public Library. We were also able to view new furnishings at several public libraries while we were in the area, gathering ideas and suggestions.
- The library served as a collection spot for the 2016 WSOY Community Food Drive.

*Respectfully submitted,
Rachel Miller
October 7, 2016*