

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

**Wednesday September 13, 2017**  
**1:00 p.m.**  
**Library Conference Room**

The regular monthly meeting of the Forsyth Public Library Commission is scheduled for Wednesday September 13, 2017 at 1:00 p.m. in the Conference Room located in the library.

**Call to Order**

**Roll Call**

**Minutes**

Minutes from August 9, 2017

**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**

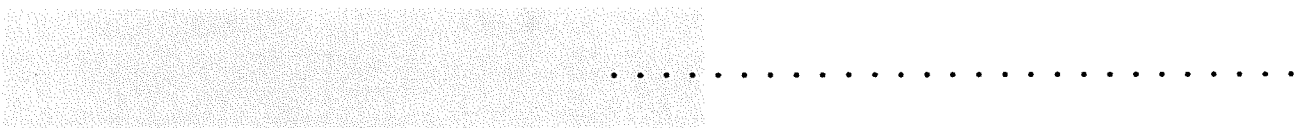
**New Business**

Summer Reading Program Review

**Librarian's Report**

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

**Adjournment**



**Library Commission Meeting Minutes**  
Village of Forsyth Public Library  
August 9, 2017

**Call to order**

Chair Pat Parr called the meeting to order at 1:02 p.m.

**Roll Call**

Pat Parr  
Ken Kirchner  
Bernadette Birkholtz  
Mary Jo Rowley  
Cheryl Lehman

**Also Present**

Rachel Miller, Library Director

**Absent**

Pramod Chikkappaiah  
Julia Livingston

**Minutes**

Kirchner moved and Birkholtz seconded to approve the July 12, 2017 minutes as presented. Motion carried on voice vote; all members present voting yea.

**Public Comment**

There was no public comment.

**Old Business**

None.

**New Business**

Per Capita Grant Requirement: Commission Discussion of Illinois State Library Literacy Program

Director Miller referred to the Illinois State Library literacy website which states that 2.2 million Illinois residents or 18% of the population have limited skills in reading, writing, math or English language. The links to the Adult Literacy Grant Programs were listed as:

- Adult Volunteer Literacy
- Penny Severns Family Literacy
- Workplace Skills Enhancement

Also discussed were the links to literary services offered by the State Library:

- Adult Literacy Volunteer Training
- Adult New Reader Book Club Collections
- Family Literacy Story Kits

Other links on the website were reviewed and it was suggested that members could explore them in more detail. The Director said that our community does not have the traditional issues listed here, so we can continue to share such resources as bilingual books since we are multi-cultural. She would like to refresh the collection and has been asking people what they are interested in. Other ways the Forsyth Public Library has helped improve literacy are to encourage reading to children so the child can hear language, story times, and family reading night in November.

### **Librarian's Report**

#### Summer Reading Program

The Director stated that no statistics will be available for the Summer Reading Program until September. However, she thinks the program is down from last year. Cards of Thanks received were shown to members as well as some comments from surveys. Changes this year were corporate funding for books and instead of three different prize groups, there were two groups.

#### Circulation, Attendance and Library Statistics

The written report on materials and patron statistics for July, 2017 was distributed to members. Although still big numbers, the circulation and patron counts were both down for the month of July as compared to last year.

#### Library Activities

The Director reported that Fall programs are being set up. There will be an adult water color class on September 23, 2017. September is also National Library Card Sign-up Month. Other programs are Home Extension adult crafts, story times beginning September 15<sup>th</sup> through the first of December, and Dance Center's brain dance program on a small scale. From September through November the Youth Services librarian will be on maternity leave.

### **Adjournment**

Rowley moved, Kirchner seconded to adjourn the meeting at 1:58 p.m. Motion declared carried on voice vote; all members present voting yea.

Respectfully submitted,

Cheryl K. Lehman

Cheryl Lehman, Secretary

**Library Director's Report  
Library Commission Meeting  
September 13, 2017**

**August Library Statistics**

- Circulation - not available (August 2016 7,680)
- Attendance - 4,010 (August 2016 4,047)

**Library Activities**

- Forsyth Public Library and other area libraries worked cooperatively to facilitate the Think Outside the Barn @ your library booth at the Farm Progress Show. This booth provides an opportunity to raise awareness of libraries in small and rural communities. I was part of the group of librarians that assisted with this booth.
- September is Library Card Sign-Up Month. We are promoting the numerous things you can do with your library card, including the ability to access over 10 million items from over 480 libraries around the state.
- Also in celebration of Library Card Sign-Up month, we are offering a Superhero Library Scavenger Hunt on Saturday, September 9. Families are invited to learn how to find materials in the children's department by following clues to a final prize.
- Story Time for preschoolers resumes on September 15. Several programs for adults are also scheduled this month, including Tech Club on September 12, Outsmart the Scammers on September 19 and Watercolor Class on September 23.
- Staff members are working on magazine renewals for next year. We are currently surveying users for suggestions for possible new titles.
- I attended the Medium Public Library Discussion Group at Argenta Public Library on Tuesday, August 22.
- Youth Services Librarian Marissa White has been working with Decatur Christian School to set up library visits for their students. Students in grades 2, 4, and 5 will come twice a month to check out books. Kindergarten students will visit weekly. DCS preschool students will attend a monthly storytime session just for them.
- The library sponsored an eclipse program for families on Saturday, August 12. Participants made a craft and created special eclipse-themed snacks. Information about the eclipse and special viewing glasses were available at the program, with the intent of distributing the remaining glasses at the library the following week. The event proved so popular that the glasses were gone by the end of the program.

*Respectfully submitted,  
Rachel Miller  
September 8, 2017*



VILLAGE OF FORSYTH, ILLINOIS

September 8, 2017

**LIBRARY COMMISSION MEETING NOTICE**

The Village of Forsyth Library Commission has scheduled a meeting for  
Wednesday, September 13, 2017 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: Mary Jo Rowley  
Bernadette Birkholtz  
Ken Kirschner  
Pat Parr  
Cheryl Lehman  
Pramod Chikkappaiah  
Julia Livingston  
Trustee Kerry Denison  
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, Andrew Zupkoff  
Village Vision