

Village of Forsyth Public Library
Library Commission Meeting Agenda

Wednesday March 13, 2019
1:00 p.m.
Library Program Room

The regular monthly meeting of the Forsyth Public Library Commission is scheduled for Wednesday March 13, 2019 at 1:00 p.m. in the in the Program Room located in the library.

Call to Order

Roll Call

Minutes

Minutes from February 13, 2019

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

Summer Reading Program 2019
Library Promotion

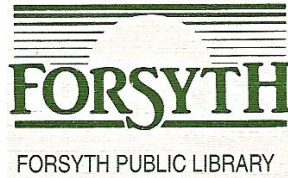
New Business

Overview of FY20 Per Capita Grant requirements

Librarian's Report

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

Adjournment



**Library Director's Report
Library Commission Meeting
March 13, 2019**

February Library Statistics

- Circulation - 5,721 (February 2018 6,271)
- Attendance - 3,407 (February 2018 3,171)

Library Activities

- The FY19 Illinois Public Library Annual Report (IPLAR), a requirement of the Illinois State Library, has been completed and submitted.
- An Automated External Defibrillator has been installed in the hallway between the library and the community room.
- Energy Saving Solutions has been working at the library for approximately two weeks. As of March 8, they have replaced all the lighting in the beams and wood trim as well as the four-tube fixtures. I toured two locations with recent lighting upgrades to evaluate options for light fixtures and lighting levels.
- The Polaris circulation system was upgraded to a new version the weekend of March 2. Most of the changes were in the patron access catalog. Several staff members and I attended an Illinois Heartland Library System webinar on February 28 to learn more about the upgrade.
- I attended the Medium Public Library Discussion Group at Vespasian Warner Public Library in Clinton on Tuesday, February 26.
- Youth Services Librarian Marissa White and I continue planning for the 2019 summer library activities.
- Library staff continues preparations for the spring magazine and used materials sale.
- We continue the long-term project of collection inventory. All of the Young Adult collection and approximately 80% of the Children's collection have been completed.

*Rachel Miller
March 8, 2019*



March 8, 2019

LIBRARY COMMISSION MEETING NOTICE

The Village of Forsyth Library Commission has scheduled a meeting for
Wednesday, March 13, 2019 at 1:00 p.m.

This meeting will be held in the Program Room at the Forsyth Public Library.
The agenda for the said meeting is attached.

If you have any questions, please call the Library at 877-8174.

Library Director
Rachel Miller

cc: Mary Jo Rowley
Bernadette Birkholtz
Ken Kirschner
Pat Parr
Rebecca Wayne
Julia Livingston
Richard Moore
Trustee Kerry Denison
Trustee Bob Gruenewald
Trustee Dave Wendt
Trustee Jim Peck
Trustee Jeremy Shaw
Trustee Kerstin Trachtenberg
Mayor Marilyn Johnson
Village Administrator, David Strohl
Village Clerk, June McCormick
Community and Economic Development Coordinator, Nic Duffle
Village Vision