

Village of Forsyth Public Library
Library Commission Meeting Agenda

Wednesday September 11, 2019
1:00 p.m.
Library Program Room

The regular monthly meeting of the Forsyth Public Library Commission is scheduled for Wednesday September 11, 2019 at 1:00 p.m. in the Program Room located in the library.

Call to Order

Roll Call

Minutes

Minutes from August 14, 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

New Business

Trustee Facts File – Appendices

Librarian's Report

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

Adjournment

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Library Commission Meeting Minutes

Village of Forsyth Public Library

Wednesday, August 14, 2019

Call to Order

Call to order at 1:06 p.m. by Mary Jo

Roll Call

Becky Wayne
Ken Kirchner
Bernadette Birkholtz
Mary Jo Rowley

Absent

Julia Livingston
Ruth Wrigley
Pat Parr

Also Present

Rachel Miller, Library Director

Minutes

Bernadette Birkholtz moved to approve the June 12, 2019 meeting minutes; Ken Kirchner seconded to approve the June 12, 2019 minutes as submitted. Motion carried on voice vote; all members present voting yea.

Public Comment

None.

Old Business

Summer Reading Program 2019

The final report will be given at a later meeting. The staff is finalizing statistics at this time. Survey Monkey had only 3 responses. 706 signed up for the reading program. 41.6 % completion rate. A report will be sent to the Village Board.

Exterior Sign

Bendsen Signs installed the new exterior sign 3 weeks ago. Electrical part of sign is not yet completed. The outside memorial bench will be refurbished to match the sign. The exterior of the book drop will also be improved.

The poster cases in hallway are still under review. The bulletin board inside the library may be replaced by the poster cases.

The Lighting Project is 99% complete.

New Business

Trustees Facts File

Chapters 13 and 14 documents were reviewed and discussed.

Librarian's Report

Rachel discussed current library activities including the Drop In Back to School Craft, ABC Mouse, promoting Testing and Education Reference Center, and story table. Also the library carpet spot cleaning was discussed.

Adjournment

Next meeting is September 11, 2019

Ken Kerchner moved to adjourn, Becky Wayne seconded. Motion carried on voice vote; all members present voting yea. Meeting adjourned at 2:35 pm.

Respectfully submitted,

Becky Wayne

FORSYTH PUBLIC LIBRARY

Library Director's Report Library Commission Meeting September 11, 2019

August Library Statistics

- Circulation - 6,150 (August 2018 6,697)
- Attendance - 3,948 (August 2018 3,824)

Library Activities

- The library's exterior sign has been completed, including the electrical components.
- 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.
- We are currently evaluating the magazine collection, preparing for subscription renewals.
- I attended the Adult Services Forum meeting at Mt. Zion Public Library on Friday, August 9.
- Marissa White attended a meeting with other youth services staff from central Illinois libraries on August 16 at Rochester Public Library.
- The library's Tech Club is resuming on Tuesday, September 10 and will continue on the second Tuesday of the month through November. Best Buy's Geek Squad staff is leading the group this fall
- September is National Library Card Sign-Up Month. We are promoting the value of a Forsyth Library card in the Village Vision and on our Facebook page. Forsyth residents saved over \$680,000 during 2018 by checking out materials from the library instead of buying them.
- Library staff is preparing for fall preschool story times, which begin on September 20 and continue through December. Story times are at 10 a.m. each Friday for ages 2-5. Each session features stories, activities, crafts, and play centered around a theme.



- While story times are taking a break, we created a Story Table area in the children's section. Families can listen to stories, use felt board pieces, and engage in storytelling and imaginative play together. They can also check out book bundles or story time-to-go kits to continue the fun at home. Some of our Story Time "regulars" have continued visiting the library on Fridays to visit with each other and utilize the library's resources.
- 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 Forsyth Public Library now offers free access to ABCmouse.com for Libraries, a comprehensive online curriculum for preschool to 2nd grade. ABCmouse can be used on the public computers in the library or on a personal laptop or mobile device connected to the library wi-fi.
- Energy Saving Solutions has repaired the outside porch light, but still has a small part of the project to complete.

Rachel Miller
September 6, 2019



September 6, 2019

LIBRARY COMMISSION MEETING NOTICE

The Village of Forsyth Library Commission has scheduled a meeting for
Wednesday, September 11, 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
Ruth Wrigley
Trustee Kerry Denison
Trustee Bob Gruenewald
Trustee Dave Wendt
Trustee Jim Peck
Trustee Jeremy Shaw
Trustee Jeff London
Mayor Marilyn Johnson
Village Administrator, David Strohl
Village Clerk, June McCormick
Community and Economic Development Coordinator, Nik Duffle
Village Vision