



May 7, 2021

**LIBRARY COMMISSION MEETING NOTICE**

The Village of Forsyth Library Commission has scheduled a meeting for  
Wednesday, May 12, 2021 at 1:00 p.m.

This meeting will be held in the Community 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  
Ken Kirschner  
Pat Parr  
Rebecca Wayne  
Julia Livingston  
Ruth Wrigley Harvey  
Trustee Bob Gruenewald  
Trustee Dave Wendt  
Trustee Marilyn Johnson  
Trustee Jeremy Shaw  
Trustee Jeff London  
Trustee Lauren Young  
Mayor Jim Peck  
Village Administrator, David Strohl  
Village Clerk, Cheryl Marty  
Community and Economic Development Coordinator, Jake Smith

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

**Wednesday May 12, 2021  
1:00 p.m.  
Forsyth Public Library Community Room**

The regular monthly meeting of the Forsyth Public Library Commission is scheduled for Wednesday May 12, 2021 at 1:00 p.m. in the Forsyth Public Library Community Room.

**Call to Order**

**Roll Call**

**Minutes**

Minutes from April 14, 2021

**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**

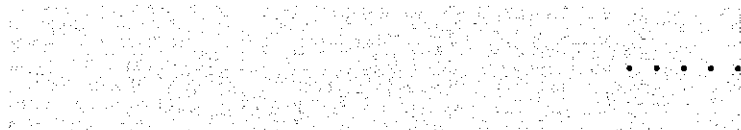
Summer Reading Program 2021

**Old Business**

**Librarian's Report**

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

**Adjournment**



# **Library Commission Meeting Minutes**

Village of Forsyth Public Library

Wednesday, April 14, 2021

## **Call to Order**

Call to order at 1:00 p.m. by Mary Jo Rowley

## **Roll Call**

Ken Kirchner  
Pat Parr  
Ruth (Wrigley) Harvey  
Mary Jo Rowley  
Becky Wayne

## **Absent**

Julia Livingston

## **Also Present**

Rachel Miller, Library Director  
Gregory E. Moredock, Forsyth Village Attorney  
Steven Luker

## **Minutes**

Ken Kirchner moved to approve the March 10, 2021 meeting minutes; Pat Parr seconded to approve the March 10, 2021 minutes as submitted. Motion carried on voice vote; all members present voting yea. March 10, 2021 minutes officially approved.

## **Public Comment**

Steven Luker, resident of Decatur, IL, spoke about the process of the review of decision to suspend individual from the library and the letters he received notifying him about the process. Mr. Luker spoke for three minutes.

## **New Business**

Commission reviewed the May 2018 decision to suspend Steve Luker from the library. Greg Moredock told the Library Commission that the task at hand is to review the decision made by library staff in May 2018 and uphold or change that decision. He stated the FPL Policy Manual allows for this review.

Mr. Luker requested the review take place in a closed session; however, Greg Moredock informed the Commission that this was not appropriate under the Open Meetings Act. Mr. Luker then spoke to the Commission and outlined the incident and stated that he should be allowed to resume using the library.

Rachel Miller recommended to the Library Commission that the ban remain in place.

A motion was made by Ken Kirchner and seconded by Ruth Harvey to uphold the decision of the library staff to suspend Mr. Luker from the library. Motion carried on voice vote; all members present voting yea. Mr. Luker left the meeting at the conclusion of this discussion.

## **Old Business**

The FPL Policy Manual draft has been reviewed by Attorney Greg Moredock. He approved of the current draft with one addition. He suggested adding the sentence “Pornography is prohibited on library computers” to the Public Use of Computers and Electronic Devices section. Ruth Harvey made a motion and Pat Parr seconded to approve the FPL Policy Manual with the suggested change. Motion carried on voice vote; all members voting yea.

## **Librarian’s Report**

Library statistics are gradually going up. We are starting to get back to normal. Beginning April 15 books will not need to be quarantined. Rachel checked with Macon County Health Department. Patrons can return books inside the library again.

Summer programs will resume in June. Per Macon County Health Department, the size of groups will be limited and face masks will be encouraged.

Rachel has been working with the Village Administrator on electronic versions of the village newsletter. Village Hall and the Library will create separate newsletters. The Library’s newsletter will be once a month.

Jana has accepted the position of Library Assistant II and will be creating content for the newsletter, signage, and more.

The theme for the summer reading program is “Reading Colors Your World”.

## **Adjournment**

Next meeting is scheduled for May 12, 2021. Pat Parr moved to adjourn, Ken Kirchner seconded. Motion carried on voice vote; all members present voting yea. Meeting adjourned at 1:58 p.m.

Respectfully submitted,

Becky Wayne



**Library Director's Report  
Library Commission Meeting  
May 12, 2021**

**April Library Statistics**

• Circulation - 4,707	April 2020* 1,917	April 2020	5,311
• Attendance - 1,742	April 2020* 0	April 2020	3,543

\*The Library was closed due to Covid.

**Library Activities**

- The library sent out the first email newsletter on May 7. We sent to approximately 450 people and will now be working on building the mailing list. In addition, paper copies are available at the library.
- I continue working with Jason Ferguson from Conspicuous Digital to develop a new website for the library.
- New thermostats have been installed in the library and spring inspection of our AC units has been completed.
- Painted Lady caterpillars have been featured in the library during April and May. Families have been having fun watching them grow and change into butterflies.
- The library's magazine sale has a new look for this year. Withdrawn magazines are available for a donation beginning Monday, May 3 during library hours. We will include magazines only, with no books or DVDs available at this time.
- Illinois Heartland Library System has discontinued their quarantine period for the materials they deliver to us from other libraries. After seeking guidance from the Macon County Health Department, Forsyth Public Library has also discontinued the quarantine period we had imposed on all returned materials.
- Plans for the 2021 summer reading program are underway. Registration week will be June 1-5, with most programs and activities to begin the week of June 7. With approval from the Macon County Health Department, we will include in-person programs, but group size will be limited. Alternative options for participation will continue to be offered during the summer, including availability for online reading club registration and the continuation of Take and Make activities.
- Monthly craft kits for adults continue to be popular. Approximately 60 kits are distributed each month. May's kit is an Origami Pen and Pencil Holder.
- Preschool Story Times are taking a break in May, but two craft kits for children will be available during the month.

*Rachel Miller  
May 7, 2021*