



February 5, 2024

LIBRARY COMMISSION MEETING NOTICE

The Village of Forsyth Library Commission has scheduled a meeting for
Wednesday, February 14, 2024, at 1:00 p.m.

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

If you have any questions, please call the Library at 217-877-8174.

Melanie Weigel
Library Director

cc: Mary Jane Linton
Rebecca Wayne
Mary Jo Rowley
Laura Reimer
Ken Kirschner
Pat Parr
Lisa Peck
Trustee Bob Gruenewald
Trustee Dave Wendt
Trustee Marilyn Johnson
Trustee Jeremy Shaw
Trustee Jeff London
Trustee Lauren Young
Mayor Jim Peck
Village Administrator Jill Applebee
Village Clerk Cheryl Marty
Village Administrative Assistant Kim Taylor

Village of Forsyth Public Library
Library Commission Meeting Agenda

Wednesday, February 14, 2024
1:00 p.m.
Forsyth Public Library Program Room

The regular monthly meeting of the Forsyth Public Library Commission is scheduled for Wednesday, February 14, 2024, at 1:00 p.m. in the library's Program Room.

Call to Order

Roll Call

Minutes

- Minutes from January 10, 2024

Public comment: Anyone wishing to address the Library Commission may do so now. 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

- Policy Manual Update

New Business

- IPLAR Review

Librarian's Report

- Comments and Discussion
- Circulation, Attendance, and Library Stats

Adjournment

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Library Commission Meeting Minutes

Village of Forsyth Public Library

Wednesday, January 10, 2024

Call to Order

Call to order at 1:03 p.m. by Mary Jane Linton

Roll Call

Mary Jane Linton

Laura Reimer

Mary Jo Rowley

Becky Wayne

Ken Kirchner

Lisa Peck

Pat Parr

Absent

Also Present

Melanie Weigel, Library Director

Jill Applebee, Village of Forsyth Administrator

Minutes

Motion made by Pat Parr to accept the meeting minutes for the November 8, 2023 meeting. Seconded by Ken Kirchner. Motion carried on voice vote; all members present voting yea.

Public Comment

None

Old Business

None

New Business

- The Library Director discussed important goals the library needs to address in 2024.
 1. Build a Greater Connection with Local Schools Plus Enhance Youth Offerings.
 2. Update the Library's Emergency Plan to Reflect Current Needs. The most recent plan is from 2007.
 3. Begin Studying Library Usage plus Patron Needs in Anticipation of Long Range Update in FY25.
- The policy Manual will be reviewed and voted on at the April Meeting. We discussed 2 items.
 1. Library Cards and Users
 2. Appendix C: Library Bill of Rights and Interpretations

Librarian's Report

- Melanie participated in Rudolph's Village Market.
- FPL hosted a tree decorating party Nov.30 attended by 45 patrons.
- FPL collected donations for Operation Santa Paws.
- FPL participated in the Village's tree lighting ceremony.
- Children enjoyed Story Time with Miss Jana with a special Christmas theme
- Melanie was a guest speaker at MF Grade School. She has also met students from Decatur Christian School.
- Melanie joined Pam for a monthly visit to HPCV.
- FPL is hosting a "Meet Libby" program January 17. Libby is an app connected with Overdrive.
- A new Coffee Talk program will begin in January. Coffee and snacks will be available.
- Story Time with Miss Jana continues every Friday at 10 am.
- FPL is offering a movie for students when they have a half day of school.
- Take n Make crafts for kids will be available starting January 16.
- Chair Yoga will resume in February.
- FPL will be starting a much needed Tech Help Program in February. Patrons can sign up for individualized assistance.
- Patron card registration as of November 30 includes 1,389 adults and 150 juveniles. The November 2023 patron count is 2,400 which is 31 less than November 2022. Circulation for November 2023 is 3,668 which is 517 less than November 2022. Materials checked out by Non-Forsyth Patrons is 1,393. Materials checked out by Forsyth patrons at other libraries is 159.
- Patron card registration as of December 31 includes 1395 adults and 151 juveniles. The December 2023 patron count is 2,208 which is 69 less than December 2022. Circulation for December 2023 is 3,556 which is 420 less than December 2022. Materials checked out by Non-Forsyth Patrons is 1,189. Materials checked out by Forsyth patrons at other libraries is 151.

Adjournment

The next library commission meeting is scheduled for February 14, 2024. Mary Jo Rowley moved to adjourn. Lisa Peck seconded. The motion carried on voice vote; all members present voting yea.

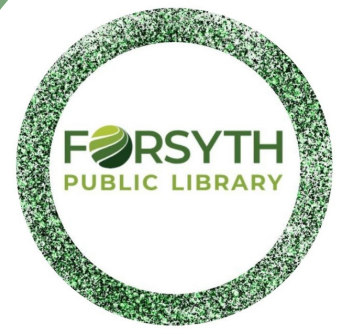
Meeting adjourned at 1:47 p.m.

Respectfully submitted,
Becky Wayne

Library Director's Report

Library Commission Meeting

February 14, 2024



Library Updates:

- Our NEW Coffee Talk program has been a tremendous success! It's aimed at providing attendees a chance to meet up with old friends and make new ones while enjoying coffee, treats and good conversation. Due to demand, we've made Coffee Talk a weekly offering.
- We continue to focus on connecting with the local schools in 2024. We had over 100 5th graders from M-F Grade School visit the library to check out non-fiction books for a research project, in addition to our regular Decatur Christian visitors.
- Our adult services librarian Pam led a "Meet Libby" program on Wednesday, January 17, that helped patrons learn to use the the app to check out ebooks and audiobooks from their digital device. NEW for 2024, you can also check out over 4,000 digital magazines!
- Chair Yoga is on hiatus until the end of February. Due to popular demand, we're offering a modified stretching program for our patrons to stay loose and limber until her return!
- Story Time with Miss Jana continues every Friday at 10 am and we love seeing our youngest patrons join the fun!
- In February, the Library is kicking off a NEW Tech Help program, which allows individuals to sign up for individualized assistance using their personal phone, laptop or tech device or the library's available computers to get basic help with any tech questions they may have.
- We are excited to be partnering with the Village to offer a NEW monthly Bingo in the Library. The first event is scheduled for Tuesday, February 13, from 1-3 in the Community Room. Special thanks to Jill and Kim for their collaboration on this new venture!
- On February 10, we will have TWO drop-in crafts available in anticipation for Valentine's Day. Our younger visitors can make a yummy Choo-Choo train edible treat while older kiddos can create Taylor Swift-inspired friendship bracelets to give to friends.
- I attended a meetup for directors of medium-sized public libraries at the Shelbyville PL.
- We have new TVs behind the Circulation Desk and in the Coffee Bar area to serve as advertisements to upcoming library events. Take a look when you're in!

Melanie Weigel, Director

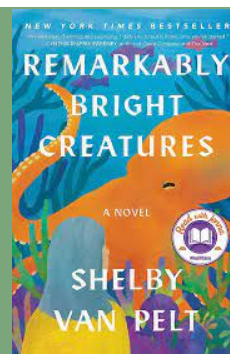
MONTHLY STATS

2,653
Patrons Visited the
Library in January,
301 more than in
Jan 2023

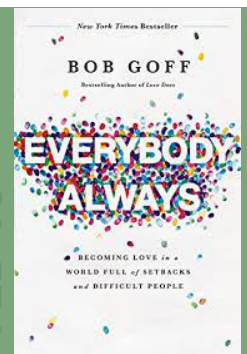
Items Checked Out
in January

3,932

FOOD FOR
THOUGHT
FEB 8



BOOKKEEPERS
FEB 16

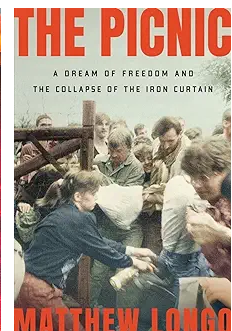
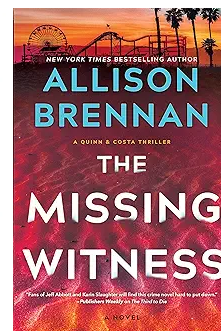
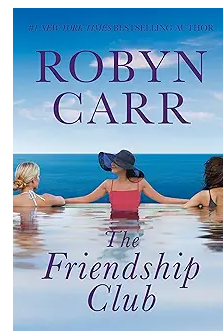
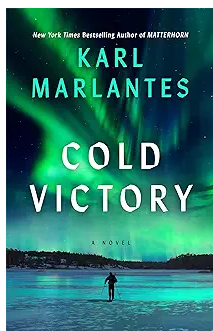
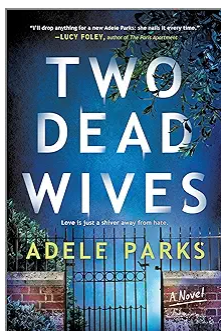
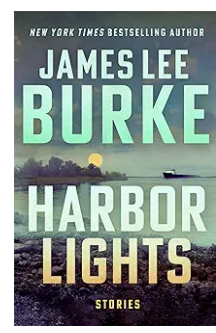
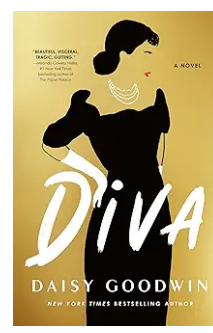
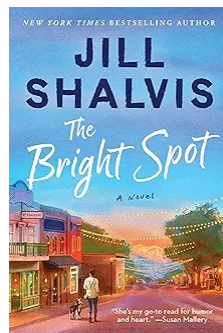
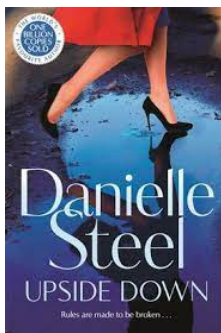
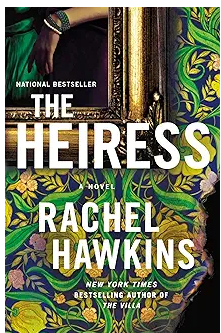


Forsyth Historical Archives:

At the Village of Forsyth Board Meeting on January 16, Mayor Peck and the Trustees voted to fund a new Historical Archivist position within the Village. This a part-time 10 hour a week position that will be focused on ensuring that the Village's important historical documents are preserved and protected for future generations. This position will collaborate with the Library Director and report to the Village Administrator.

The intent is to create a dedicated space within the library to serve as the physical archives, where the items can be stored in a manner that best preserves them. The initial focus would be to create a comprehensive inventory of all materials and ensure they were being properly stored, followed by a push to digitize the materials so they are easily accessible to the public.

NEW ITEMS NOW AVAILABLE AT YOUR LIBRARY



MOST REQUESTED ITEMS BY FORSYTH PATRONS IN JANUARY

