



November 02, 2023

LIBRARY COMMISSION MEETING NOTICE

The Village of Forsyth Library Commission has scheduled a meeting for
Wednesday, November 8, 2023 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.

Interim Library Director
Jennifer Lawyer

cc: Mary Jane Linton
Rebecca Wayne
Mary Jo Rowley
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 November 8, 2023
1:00 p.m.
Forsyth Public Library Program Room

The regular monthly meeting of the Forsyth Public Library Commission is scheduled for Wednesday, November 8, 2023 at 1:00 p.m. in the Program Room located in the library.

Call to Order

Roll Call

Minutes

- Minutes from October 11, 2023

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

- Security Cameras Policy
- Library Commission Vacancy
- Director Search

New Business

- 2023 Per Capita Grant Requirements, *Serving Our Public 4.0: Standards for Illinois Public Libraries*, Chapters 9-13

Librarian's Report

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

Adjournment

.

Library Commission Meeting Minutes

Village of Forsyth Public Library

Wednesday, October 11, 2023

Call to Order

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

Roll Call

Mary Jo Rowley

Pat Parr

Becky Wayne

Ken Kirchner

Lisa Peck

Absent

Mary Jane Linton

Also Present

Jennifer Lawyer, Interim Library Director

Jill Applebee, Village of Forsyth Administrator

Minutes

Motion made by Pat Parr to accept the meeting minutes for the September 13, 2023 meeting. Seconded by Lisa Peck. Motion carried on voice vote; all members present voting yea.

Public Comment

None

Old Business

- Changes to the Security Cameras Policy were discussed. The policy will be discussed again at next month's meeting, with the hope that there will be a new Library Director.
- Jennifer asked Commission members for ideas to fill the Library Commission vacancy. Jill Applebee will contact individuals who were discussed as good candidates.

New Business

- Jennifer Lawyer is serving as the Interim Library Director. Jill Applebee informed the Commission she received 15 total applications for Library Director. These will be narrowed down to 4 possible applicants.
- Chapters 5-8 of Serving Our Public 4.0; Standards for Illinois Public Libraries were discussed to fulfill 2023 per Capita Grant Requirements. Chapters 9-13 will be discussed at next month's meeting.

Librarian's Report

- FPL staff have been working hard on the 2023 Library Crawl, October 1-31. Residents of Forsyth with 5 or more stamps will be entered into a grand prize drawing for a \$50 Best Buy gift card.
- The FY24 library budget has been submitted to the Village.
- The library had 7 adults and 2 juveniles sign up for library cards during Library Card Sign-up Month.
- Baby Talk had an average of 19 children and 15 adults attend each week.
- The library had a very good turnout of 17 people attend the program Agatha Christie; A Body of Evidence. There was a lot of positive feedback.
- Chair Yoga will be offered on Mondays starting October 23 in addition to the Wednesday session.
- Youth Services Librarian, Jana Howe, has been revamping 1000 Books Before Kindergarten program. Changes will begin January 2024.
- Planning has begun for Nightmare on Elwood Street 2. The party will be held Saturday, October 28. The library will have treat bags, games and a costume contest.
- Patron card registration as of September 30 includes 1,420 adults and 161 juveniles. The September 2023 patron count is 2,288 which is 193 less than September 2022. Circulation for September 2023 is 4,143 which is 380 less than September 2022. Materials checked out by Non-Forsyth Patrons is 1,633. Materials checked out by Forsyth patrons at other libraries is 220.

Adjournment

The next library commission meeting is scheduled for November 8, 2023. Ken Kirchner moved to adjourn. Pat Parr seconded. The motion carried on voice vote; all members present voting yea.

Meeting adjourned at 1:34 p.m.

Respectfully submitted,
Becky Wayne



**Library Director's Report
Library Commission Meeting
November 08, 2023**

October Library Statistics

- Circulation – 4,105 October 2022 - 4,223
- Attendance - 2,595 October 2022 – 2,518

Library Activities

- I recently completed the Illinois Public Library Internet Survey. The findings of this survey will be used to better understand internet speeds and technology at public libraries.
- Library Technician, Cheryl Pate, has completed the barcoding training that is required by IHLS. She will now be able to assist in adding new materials to the library collection as well as making necessary changes to item records.
- Laura Reimer will be filling the Library Commission vacancy. Welcome Laura!
- Interviews with four candidates for the Library Director position have been conducted. We are pleased to announce Melanie Weigel will be our new Library Director.
- The library received a very generous donation of \$1000 from The Community Foundation of Macon County. Mr. and Mrs. Tom Burns of Mt. Zion were thoughtful enough to suggest us. We are extremely appreciative of this monetary donation.
- No tricks, only treats were had by all on Saturday, October 28, at our annual Halloween party, Nightmare on Elwood Street 2. 73 children and 44 adults joined us for a costume contest, games, craft, and treats. The costume contest was a big hit. Brie R. was the winner of the 0-7 age group and Avery P. of the 8-15 age group. We look forward to doing it all again next year!



Avery P.



Brie R.

*Jennifer Lawyer
November 02, 2023*