



October 05, 2023

LIBRARY COMMISSION MEETING NOTICE

The Village of Forsyth Library Commission has scheduled a meeting for
Wednesday, October 11, 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 October 11, 2023
1:00 p.m.
Forsyth Public Library Program Room

The regular monthly meeting of the Forsyth Public Library Commission is scheduled for Wednesday, October 11, 2023 at 1:00 p.m. in the Program Room located in the library.

Call to Order

Roll Call

Minutes

- Minutes from September 13, 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

New Business

- Interim Library Director and Director Search
- 2023 Per Capita Grant Requirements, *Serving Our Public 4.0: Standards for Illinois Public Libraries*, Chapters 5-8

Librarian's Report

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

Adjournment

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Library Commission Meeting Minutes

Village of Forsyth Public Library

Wednesday, September 13, 2023

Call to Order

Call to order at 1:00 p.m. by Mary Jane Linton

Roll Call

Mary Jo Rowley

Pat Parr

Becky Wayne

Mary Jane Linton

Absent

Ken Kirchner

Lisa Peck

Also Present

Steven Ward, Library Director

Minutes

Motion made by Pat Parr to accept the meeting minutes for the August 9, 2023 meeting. Seconded by Mary Jo Rowley. Motion carried on voice vote; all members present voting yea.

Public Comment

None

Old Business

- Security Cameras Policy was discussed. Changes to the policy will be considered at next month's meeting.
- Steven asked Commission members for suggestions to fill the Library Commission vacancy. Also discussed possibly changing the meeting day of the week and/or time.

New Business

- Chapters 1-4 of Serving Our Public 4.0; Standards for Illinois Public Libraries were discussed to fulfill 2023 per Capita Grant Requirements. Chapters 5-8 will be discussed at next month's meeting.

Librarian's Report

- FPL will again be participating in the 2023 Library Crawl October 1-31.

- A new season of Illinois Libraries Present has begun. The first Zoom presentation featured American author Colson Whitehead.
- The library program, Baby Talk, is very popular. 52 children and adults attended August 23rd.
- Chair Yoga is another popular library program. A second weekly class is being considered.
- Story Time with Youth Services Librarian, Jana, has resumed. There has been a lot of great feedback from participants.
- Decatur Christian School has resumed visiting the library. Youth Services Librarian will again begin visits this school year to Maroa Forsyth Grade School.
- Steven is honored to serve as a Co-Chair for the 2024 Director's University 2.0 Planning Committee. This is a three-day event in April.
- Steven is working on the FY24 library budget. He is also finalizing several projects for the FY23 budget.
- The Forsyth Village Board approved a quote to add security cameras to the library. This project will be completed in November.
- Patron card registration as of August 31 includes 1,414 adults and 159 juveniles. The August 2023 patron count is 2,813 which is 100 more than August 2022. Circulation for August 2023 is 4,714 which is 547 less than August 2022. Materials checked out by Non-Forsyth Patrons is 1,859. Materials checked out by Forsyth patrons at other libraries is unknown.

Adjournment

The next library commission meeting is scheduled for October 11, 2023. Pat Parr moved to adjourn. Mary Jo Rowley seconded. The motion carried on voice vote; all members present voting yea.

Meeting adjourned at 2:30 p.m.

Respectfully submitted,
Becky Wayne



**Library Director's Report
Library Commission Meeting
October 11, 2023**

September Library Statistics

- | | |
|-----------------------|------------------------|
| • Circulation - 4,143 | September 2022 - 4,523 |
| • Attendance - 2,288 | September 2022 - 2,481 |

Library Activities

- Steven Ward's last day was Tuesday, October 3. He did so much to improve the library over the two years that he was director. We all here at the library wish him the best in his new position.
- Library staff have been working hard on the 2023 Library Crawl, October 1-31. Residents of Forsyth who collect 5 or more stamps on the Official 2023 Library Crawl Passport from other participating libraries will be entered into a grand prize drawing for a \$50 Best Buy gift card. Official Passports can be picked up at any of the participating libraries.
- The FY24 Budget for the library has been submitted to the Village.
- September was Library Card Sign-up Month. The library had 7 adults and 2 juveniles sign-up for a library card during the month.
- Baby Talk continues to be a popular offering here at the library. September saw an average of 19 children and 15 adults in attendance each week.
- On September 12, 17 people joined us for Agatha Christie: A Body of Evidence. Chicago actress Debra Miller gave a wonderful and informative portrayal of the famed author.
- The library will begin offering Chair Yoga on Mondays, starting October 23, in addition to our Wednesday session.
- Youth Services Librarian, Jana Howe, has been working on revamping our 1,000 Books Before Kindergarten program. New book bag incentives have been ordered and she looks to implement the changes at the start of the new year.
- Planning has begun for Nightmare on Elwood Street 2. This annual Halloween party will be held on Saturday, Oct. 28 this year. We will have treat bags and fun games for all, along with a costume contest.

*Jennifer Lawyer
October 05, 2023*