

Heyworth Public Library District
119 E. Main Street/PO Box 469 Heyworth, IL 61745/Ph. (309) 473-2313

January 12, 2016

All citizens are invited to the Heyworth Library Board meetings. Regular meetings are held at 7:00 pm on the 2nd Tuesday of each month (no Dec. meeting).

- A. Call to order – 7:00 p.m.
- B. Roll Call of Trustees
- C. Correspondence, Communications and Public Comments
- D. Secretary's Report, read by Kira Stevens for Kathy Moore
 - a. Read and approve minutes of previous month's board meeting.
- E. Treasurer's Report, read by Michael Lamb for Susan Wagner
 - a. Approval of Payable
 - b. Status of Petty Cash
- F. President's Report, Dennis Lawyer
- G. Reports from Trustees
 - a. Tami Koch, Vice President
 - b. Michael Lamb
 - c. Kira Stevens
 - d. Kathy Clesson
- H. Committee Reports
 - a. Grounds and Maintenance:
 - i. Light bulbs changed out.
 - ii. Emergency light at rear entrance was out, same cost to replace with LED light fixture as to just replace battery. New fixture was ordered and installed.
 - iii. John Leitzen cleaned out guttering for the winter in early Dec.
 - iv. Battery Plus provided the incorrect T5 lights. A few light bulbs went out less than a month after install in a new fixture. Hulen came out to investigate, and reported we had the incorrect light bulb wattage. Battery Plus replace the bulbs with the correct ones, and they were cheaper, so we received a refund of the difference. They also delivered the new bulbs to the library.
 - v. JKE arrived 1/7/16 to fix the seeping leak of the men's toilet, which we had requested to be fixed in June. I called many times and again on 1/4. It needed a special gasket they kept telling me was on order.
 - vi. The rain storm that came from east on New Year's Eve-Eve leaked in the sky light and the paint and drywall under it are now bubbly. No water actually dripped from the light or wall, it was just the bubbling of the paint. I came to the library to check to see if any further leaking occurred on New Year's Day. The swelling had went down with no further marks, it did leave bubbled up paint and the seam of drywall is now visible on the wall under skylight. We should have John Leitzen look at this area again in the spring to re-caulk.
- I. Librarian's Report of preceding month:
 - a. Circulation and discussion of data and statistics of library usage.
 - b. Memorials
 - c. Other Items of Interest
- J. Old Business (Action Items)
 - a. n/a
- K. New Business (Discussion Items)
 - a. Begin review of Employee Handbook.
 - b. Begin Budget discussions and salary recommendations.

L. Adjournment

- a. Next Meeting Feb. 9, 2016.