

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

February 9, 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, Kathy Moore
 - a. Read and approve minutes of previous month's board meeting.
- E. Treasurer's Report, Michael Lamb
 - 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. John Leitzen looked at the sky light situation from Dec. 2015. He looked from the inside and on roof on 1/28/16. He didn't see problems on roof, but was able to use a foam/caulking product around the skylight due to unseasonable warm temps that week. He will return in the spring to investigate further.
- 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. Begin review of Employee Handbook.
 - b. Begin Budget discussions and salary recommendations.
- K. New Business (Discussion Items)
 - a. Lawn Care for summer
- L. Adjournment
 - a. Next Meeting Mar. 8, 2016.