

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

**April 12, 2016**

All citizens are invited to the Heyworth Library Board meetings. Regular meetings are held at 7:00 pm on the 2<sup>nd</sup> 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,
  - a. Read and approve minutes of previous month's board meeting.
- E. Treasurer's Report, 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. Rear entrance door handle fixed by Bill's Lock and Key.
    - ii. New to us cabinet donated by the First State Bank of Heyworth. Thanks to Kathy and Dick Moore, and Ben Urban for help moving it. Also thanks to Rodney and Lori Urban for retrofitting cabinet, making it fit in Alexander Room.
    - iii. Woman's bathroom has drywall repaired of holes from previous towel dispenser. The area has been primed, but we do not have any leftover paint to repaint the area.
- 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. Cont. review of Employee Handbook.
  - b. Cont. Budget discussions and salary recommendations.
- K. New Business (Discussion Items)
  - a. none
- L. Adjournment
  - a. Next Meeting May 10, 2016.