

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

**July 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, Kathy Moore
  - a. Read and approve minutes of previous month's board meeting.
  - b. Conduct Secretary's Audit, mail to State Librarian and copy to Co. Clerk's office.
- E. Treasurer's Report, by Susan Wagner
  - a. Approval of Payable
  - b. Status of Petty Cash
  - c. Motion to move 10% of Director's Salary from Insurance Fund to General Fund for FY 15/16 and FY16/17.
- 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. Rain Barrel project is being researched.
    - ii. Another carving has happened to the same table from two years ago, with the name Chad.
    - iii. Gutter has been secured. John Leitzen did not charge for this service.
    - iv. A panel to the suspended ceiling was broke during the install of the internet wiring. Facet Technology will be replacing it.
- I. Librarian's Report of preceding month:
  - a. Circulation and discussion of data and statistics of library usage.
  - b. Memorials – Discuss Memorial for Vivian Mouser.
  - c. Other Items of Interest

J. Old Business (Action Items)

a. Budgeting Discussions

- a. Adopt working budget and B & A 16-4.
- b. Budget & Appropriations 16-4 hearing set for Sept. 13, 2016
- c. Publish notice for B & A 16-4 hearing in Heyworth Buzz on August 4, 2016.

- a. Review 11-1 Special Reserve Ord.
- b. Review 13-2 Special Reserve Plan Ord.
- c. Review Board of Trustee By Laws
- d. Review Ethics Policy

K. New Business (Discussion Items)

- a. Update Disaster Plan
- b. Review Investment of Public Funds Policy

L. Adjournment