

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

January 10, 2017

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
- E. Read and approve minutes of previous month’s board meeting.
- F. Treasurer’s Report, by Michael Lamb
 - a. Status of Funds
 - b. Approval of Payable and Transfers
- G. President’s Report, Dennis Lawyer
- H. Reports from Trustees
 - a. Tami Koch, Vice President
 - b. Kira Stevens
 - c. Kathy Clesson
- I. Committee Reports
 - a. Grounds and Maintenance: See Librarian’s Report
- J. Librarian’s Report of preceding month:
 - a. Circulation and discussion of data and statistics of library usage.
 - b. Gifts/Memorials –
 - c. Other Items of Interest
- K. Old Business (Action Items)
 - a. Ongoing Review of Employee Handbook –
 - b. Consider Self-Insurance Fund Ordinance
- L. New Business (Discussion Items)

- a. Consider Working Cash Fund Ordinance/Resolution
- b. Consider updates to circulation policies
 - i. Borrowing Privileges
 - ii. Lost, Damaged, and Overdue Materials
- c. Consider wording for Resolution of The Government Travel Expense Control Act
- d. Consider COLA for payroll.
- e. Review Collection Policy

M. Adjournment

- a. Next Meeting February 14, 2017