

3/14/2017

HPLD BOARD OF TRUSTEES MINUTES

The Heyworth Public Library District Board of Trustees met March 14, 2017 at the Library with Director Beth Porter and Board members Dennis Lawyer (president), Tami Koch (vice-president), Kathy Moore (secretary), Kathy Clesson, Michael Lamb, and Kira Stevens present.

CORRESPONDENCE / PUBLIC COMMENTS

Dennis shared a letter received from Illinois Energy Now-they would do an energy audit and indicate areas where they might provide energy updates, we would pay installation costs. The program would probably not be beneficial to a Library of our size.

Heyworth HeyDays will be from May 11 thru 14, Beth will make a donation to the program on behalf of the Library.

The Village of Downs sent minutes of their meeting on Joint Review of TIF Districts.

SECRETARY'S REPORT

The Secretary's minutes of the February 14 meeting were read, approved, and filed for audit.

TREASURER'S REPORT (see attached)

The Treasurer's report was presented with out-of-ordinary expenses, #8043 to the Heyworth Buzz, a Gift Transfer for Dr. Seuss books gifted, and a VISA late fee. Acting Treasurer Michael moved that the Board accept the February Payables; Kira seconded. All approved.

Michael then moved that we accept the February Transfers; Kira seconded. All approved. Treasurer's report was approved and filed for audit.

PRESIDENT'S REPORT

While vacationing in Longboat Key, Dennis visited their local all-volunteer Library and shared policy and procedure ideas.

TRUSTEE REPORTS

Kira noted that H.O.P.E. is sponsoring a School Board Candidates Forum on Monday March 20 at 6:30 at the V.F.W.

COMMITTEE REPORTS

None

LIBRARIAN'S REPORT

(Circulation/Memorials/Status of Passbook and Petty Cash – see attached)

- Circulation for the month of February was 2977.
- Donations of several books were received from Nancy Beverage.
- A Matching Gift donation was received from the Lambs.
- A Memorial Gift was received for Ann Roop.
- The State Farm Worker Comp Audit has been completed.
- Request for the staff to attend RSA All Staff Training Day on April 18-Library will need to be closed from 1-5 pm.

OLD BUSINESS / ACTION ITEMS

1. Dennis made a motion that the Library be closed on April 18 from 1-5 pm. Kathy C. seconded, all in favor. Motion passed.
2. Circulation Policies-Kathy M. moved to accept the proposed Policy with amendments, Kathy C. second, all approved. Policy approved.
3. Dennis moved to accept the proposed Resolution of the Government Travel Expense Control Act.
4. Employee Raises-Following discussion it was agreed to begin Budget considerations with a 2.5% salary increase for Staff. Figures will be reviewed.
5. The Material Selection and Collection Development Policy was reviewed.
6. The Internet User Agreement was reviewed.
7. The InterGovernmental Agreement as proposed will be forwarded to Superintendent Lisa Taylor for presentation to the School Board,

NEW BUSINESS / DISCUSSION ITEMS)

Meeting adjourned.

Next meeting will be April 13, 2017.

Kathy Moore

Kathy Moore, Secretary
Heyworth Public Library District

- MINUTES approved on this date: April 13, 2017
- MINUTES approved with amendments stapled to this copy on this date: -----