

2/13/2018

HPLD BOARD OF TRUSTEES MINUTES

The Heyworth Public Library District Board of Trustees met February 13, 2018 at the Library with Director Beth Porter and Board members Kathy Clesson (vice president), Michael Lamb (treasurer), Kathy Moore (secretary), and Kira Stevens, Tami Koch present. Dennis Lawyer and Amy Roehrig absent.

CORRESPONDENCE / PUBLIC COMMENTS

None

SECRETARY'S REPORT

The Secretary's minutes of the January 8, 2018 meeting were read, approved and filed for audit.

TREASURER'S REPORT (see attached)

Michael presented the status of Library funds including the January Payables and Transfers. Treasurer's report was approved and filed for audit.

PRESIDENT'S REPORT

None

TRUSTEE REPORTS

Amy and Beth attended the ILA meeting and learned that the association will continue to oppose unfunded mandates. Individuals there felt that a property tax freeze is very likely, and there is a strong possibility of a reduction or elimination of Per Capita monies.

COMMITTEE REPORTS

See Librarian's Report

Grounds and Maintenance-The Board approved the quote from Anderson Electric in the amount of \$3,400.00 for circuits and electrical outlets in the Community Room.

LIBRARIAN'S REPORT

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

Circulation for December was 2688 and for January was 2269.

Gift was received from Michael and Maria Lamb with an accompanying State Farm Good Neighbor Grant.

Beginning and Ending Balances as of end of January:

| | Beginning | Ending |
|------------------|----------------------|----------------------|
| Gen Checking | \$ 17,643.10 | \$ 13,035.03 |
| Gen Money Mkt | \$ 67,957.21 | \$ 60,197.08 |
| Gift CD | \$ 49,461.45 | \$ 49,497.16 |
| Gift Money Mkt | \$ 13,257.80 | \$ 13,286.57 |
| Pass Bk | \$ 3,109.99 | \$ 3,520.65 |
| Petty Cash | \$ 156.25 | \$ 107.06 |
| Insurance Fund | \$ 22,374.46 | \$ 19,215.45 |
| Special Res Fund | \$ 105,944.07 | \$ 106,019.13 |
| Total | \$ 279,904.33 | \$ 264,878.13 |

| | Last Mo. | This Mo. |
|-----------------------------------|-----------------|-----------------|
| Petty Cash Deposit Income: | \$ 258.60 | \$ 410.66 |

Out of Ordinary Expenses (list all OOE per Fund):

Gen/Gift Fund ck#131 Creeko Creek Note Cards

Motion to accept last month's Payables, Account Balances, and Transactions:

First *Kathy M*
 Second *Kira*

Transfers (list all Transfers per Fund):

Gen/Gift Fund

| | | |
|--|----|----------|
| 01/10/18 Funds Transfer – Mid Mo. | \$ | 3,000.00 |
| 01/30/18 Funds Transfer – 1 st of Mo. for Feb | \$ | 5,000.00 |

Motion to accept Transfers:

First *Tami*
 Second *Kira*

Submitted by Michael Lamb
 Board of Trustees, Treasurer

1. With Board approval, Lori Urban will attend a two-day class (March 26 and 27) in Normal offered by Intuit, on the use of accounting software.

2. The Library will host Money Smart programs for adults on 3 dates in April.

OLD BUSINESS (Action Items)

None

NEW BUSINESS (Discussion Items)

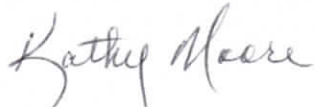
1. Budget FY 18-19 Discussion-Beth explained the working Budget and possible adjustments.

2. Library Hours and possible alterations were considered-possibly eliminating Wednesday and reducing Saturday hours.

3. Beth would like the Board to consider IMRF contributions-proposals and discussion will need to be addressed with more information available.

Meeting adjourned.

Next meeting will be March 13, 2018.



Kathy Moore, Secretary
Heyworth Public Library District

MINUTES approved on this date: March 13, 2018

MINUTES approved with amendments stapled to this copy on this date: -----