

Heyworth Public Library District

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

July 10, 2018

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
 - a. Read and approve minutes of previous month's board meeting.
 - b. Conduct Secretary's Audit and file with State Librarian.
- E. Treasurer's Report, by Michael Lamb
 - a. Status of Funds
 - b. Approval of Payable and Transfers
 - c. Approve 2.1% staff raises
- F. President's Report, Dennis Lawyer
- G. Reports from Trustees
 - a. Kathy Clesson, Vice President
 - b. Tami Koch
 - c. Kira Stevens
- H. Trustee Per Capita Review
 - a. Review Chapter 10
- 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. Budget Discussions – Adopt tentative budget to make available for public viewing and notice in the paper.
 - i. Notice in paper will be on Aug 9, 2018.
 - ii. B & A Hearing set for Sept. 11, 2018
- b. Review Board of Trustees Bylaws
- c. Review Ethics Policy
- d. Review Special Reserve Ordinance 11-1
- e. Review Special Reserve Plan Ordinance 13-2

L. New Business (Discussion Items)

- a. Updates to Disaster Plan
 - i. Insurance Policy #'s
 - ii. Board Members and phone tree
- b. Review Investment of Public Funds Policy

M. Adjournment

- a. Next Meeting, Tues., August 14, 2018.