

## Heyworth Public Library District

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

**June 11, 2019**

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. Recognize there were no closed sessions in FY 2018/19 under the Open Meetings Act. No action necessary to unseal closed sessions from previous year’s board of trustee minutes.
  - c. Swearing in of New Board of Trustee Member, Lisa Shaffer, and re-elected board members Michael Lamb and Dennis Lawyer by Kathy Moore.
- E. Recognition of Kathy Moore’s eighteen years of service as a member of the Heyworth Public Library Board of Trustees by President, Dennis Lawyer.
- F. Election of new officers
  - a. Nominate President, Vice President, Secretary, and Treasurer and hold election.
  - b. Swearing in of new officers by Kathy Moore.
- G. Treasurer’s Report,
  - a. Status of Funds
  - b. Approval of Payable and Transfers
- H. President’s Report,
  - a. Siding updates
- I. Reports from Trustees
  - a. Kathy Clesson
  - b. Tami Koch
  - c. Michael Lamb
  - d. Dennis Lawyer
  - e. Kira Stevens
  - f. Amy Roehrig

- g. Lisa Shaffer
- J. Committee Reports
  - a. Grounds and Maintenance: (from Librarians Report)
    - i. New LED lighting for Closets – installed 5/23/19
    - ii. End caps for book sale area and children’s area – on order
    - iii. Reupholstering chairs – work being done.
    - iv. Roof Repair - estimate and proposal
- K. 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 – Sarah Urban’s book project.
- L. Old Business (Action Items)
  - a. Budget 2019/2020 discussions
  - b. Review/Update Banking Ordinance 14-3
  - c. Review/Update Investment Policy
  - d. Discussion of HPLD Photography and Video Policy
- M. New Business (Discussion Items)
  - a. Discussion of New Library Director hiring process
  - b. Board of Trustee Bylaws
  - c. Ethics Policy
  - d. Review Special Reserve Ordinance 11-1
  - e. Review Special Reserve Plan Ordinance 13-2
- N. Adjournment
  - a. Next Meeting, Tues., July 9, 2019.