

## Heyworth Public Library District

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

**August 13, 2019**

- A. 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).
  
- B. Call to order – 7:00 p.m.
- C. Roll Call of Trustees
- D. Correspondence, Communications, and Public Comments
- E. Secretary’s Report, Kira Stevens
  - a. Read and approve minutes of previous month’s board meeting.
- F. Treasurer’s Report, Michael Lamb
  - a. Status of Funds
  - b. Approval of Payables and Transfers
  - c. Vote to move 10% of Director’s Salary and 10% of Janitor’s salary from Insurance Levy Fund to General Fund.
  - d. Vote to move unexpended General Fund revenue from FY 18/19 to the Special Reserve.
- G. President’s Report, Dennis Lawyer
- H. Reports from Trustees
  - a. Kathy Clesson, Vice-President
  - b. Tami Koch
  - c. Lisa Shaffer
- I. Trustee Per Capita 2019
  - a. Review Per Capita Trustee and Staff assignments
- J. Grounds and Maintenance:
  - a. Siding updates
  - b. HeART Art Council flower pot
  - c. Drinking fountain

- d. Wood trim in children's area
- e. Snow removal
- 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
- L. Old Business (Action Items)
  - a. B & A Hearing set for Sept. 10, 2019
  - b. Updates to Disaster Plan
    - i. Insurance Policy #'s
    - ii. Board Members, Staff, and phone tree
- M. New Business (Discussion Items)
  - a. Review The Illinois Freedom of Information Act
  - b. Review Conduct Ordinance 13-5
  - c. Review Patron Confidentiality Ordinance 11-6
  - d. Work on New Levy 19-8 (Levy hearing will be Nov. 12)
- N. Adjournment
  - a. Next Meeting, Tues., September 10, 2019.