

**MINUTES OF THE JANUARY 2021
HPLD BOARD MEETING
Presented February 9, 2021**

The Heyworth Public Library Board of Trustees met January 12, 2021, via online video conferencing service Zoom, with Director Lori Urban and board members Dennis Lawyer (president), Kathy Clesson (vice president), Kira Stevens (secretary), Michael Lamb (treasurer), Amy Roehrig, Tami Koch, and Lisa Shaffer present. All votes were conducted by voice roll call.

Absent: None

CORRESPONDENCE | PUBLIC COMMENTS

A note thanking the board for a gift was received from Alice Gray. A letter from the Heyworth village was received regarding TIF districts.

SECRETARY'S REPORT

K.Stevens provided a report of the minutes of the November 2020 meeting, which were approved and filed for audit.

TREASURER'S REPORT

M.Lamb provided the treasurer's report for November and December 2020. One November 2020 out-of-ordinary expense was paid to JKE for a seasonal furnace service appointment, and to Anderson Electric for converting to LED light fixtures. A. Roehrig moved to accept payables, account balances and transactions for November as presented; L.Shaffer seconded, and the motion passed unanimously. D.Lawyer moved to approve all fund transfers for November as presented; K.Clesson seconded, and the motion passed unanimously. One December out-of-ordinary expense was paid to Hulen Electric to replace a flood light. A.Roehrig moved to accept December payables, account balances and transactions as presented; D.Lawyer seconded, and the motion passed unanimously. K.Clesson moved to approve all December fund transfers as presented; D. Lawyer seconded, and the motion passed unanimously.

M.Lamb presented quarterly financial reports as we are halfway through the library's fiscal year. In addition, the library received its 9th tax disbursement from the county in December and a portion of it was moved to the insurance fund to cover expenses. M.Lamb also recommended opening a new money market at First State Bank to create a Social Security fund, as the amount we have earmarked in the general fund now is large enough to warrant its own account to better track interest payments. K. Clesson moved to open a new money market as recommended by the treasurer; D.Lawyer seconded, and the motion passed unanimously. Furthermore. M.Lamb recommended to transfer funds earmarked for a siding project that was not initiated from CEFCU to the Special Reserve fund at First State Bank, or to open a new certificate of deposit with it. D.Lawyer moved to move the money to the Special Reserve fund at FSB. A.Roehrig seconded and the motion passed unanimously. M.Lamb and D.Lawyer will arrange a time to complete the transaction.

PRESIDENT'S REPORT

None

TRUSTEE REPORTS

None

COMMITTEE REPORTS

None

LIBRARIAN'S REPORT

L.Urban made her report. See attached for monthly circulation summaries and the report.

OLD BUSINESS | ACTION ITEMS

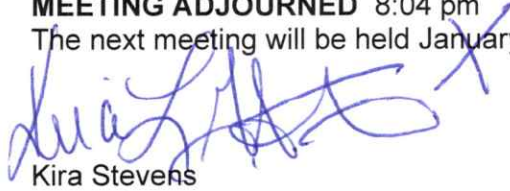
None

NEW BUSINESS | ACTION ITEMS

Trustees will review the library's succession plan as presented. The plan was created by L.Urban after identifying its need while reviewing requirements to qualify for Illinois Per Capita grant.

MEETING ADJOURNED 8:04 pm

The next meeting will be held January February 9, 2021.



Kira Stevens
Board Secretary
Heyworth Public Library District

- MINUTES approved on this date: _____
- MINUTES approved with amendments stapled to this copy on this date: 2-9-21