

**MINUTES OF THE MARCH 2021
HPLD BOARD MEETING
Presented April 13, 2021**

The Heyworth Public Library Board of Trustees met March 9, 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 (arrived late) present. All votes were conducted by voice roll call.

Absent: None

CORRESPONDENCE | PUBLIC COMMENTS

The board received an annual announcement from the Village of Downs regarding a TIF meeting to be held March 15 at their village hall.

SECRETARY'S REPORT

K.Stevens provided a report of the minutes of the February 2021 meeting, which were approved and filed for audit.

TREASURER'S REPORT

M.Lamb provided the treasurer's report for February 2021. There were no out-of-ordinary expenses. K.Clesson moved to accept payables, account balances and transactions as presented; D.Lawyer seconded, and the motion passed unanimously. D.Lawyer moved to approve all fund transfers as presented; A.Roehrig seconded, and the motion passed unanimously.

PRESIDENT'S REPORT

D.Lawyer reported he signed paperwork at First State Bank and that all signatures had been received as required.

TRUSTEE REPORTS

A.Roehrig asked a question regarding board members' paperwork retention policy, which is one year.

D.Lawyer reported on behalf of L.Shaffer that the Little Free Library at Centennial Park was opened at the beginning of the month and that all was well.

COMMITTEE REPORTS

None

LIBRARIAN'S REPORT

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

OLD BUSINESS | ACTION ITEMS

The board discussed Chapters 1 and 2 of Serving Our Public 4.0: Standards for Illinois Public Libraries and directed L.Urban to gather and provide other libraries' examples of strategic plans. Furthermore, a committee consisting of A.Roehrig and L.Shaffer was formed to provide an annual performance review of the library director.

The board discussed the library's Material Selection and Development Policy. D.Lawyer

moved to approve the policy as presented; K.Stevens seconded and the motion passed by unanimous roll call vote.

NEW BUSINESS | ACTION ITEMS

For the next meeting, the board will review and consider updating the library's strategic plan, and will review the Internet Access Policy, the Computer Use Agreement and the Children's Internet Safety Policy.

MEETING ADJOURNED 7:59 pm

The next meeting will be held April 13, 2021.



Kira Stevens
Board Secretary
Heyworth Public Library District

- MINUTES approved on this date: 4/13/21
- MINUTES approved with amendments stapled to this copy on this date: _____