

## Heyworth Public Library District

119 E. Main Street | P.O. Box 469, Heyworth, IL 61745

Ph. (309)473-2313

**June 8, 2021**

All citizens are invited to the Heyworth Public Library District Board meetings. Regular meetings are held at 7:00 p.m. on the second Tuesday of each month. There is no December meeting.

- A. Call to order – 7:00 p.m.
- B. Roll Call of Trustees
- C. Correspondence, Communications, and Public Comments
- D. Secretary’s Report, Kira Stevens
  - a. Read and approve minutes of previous month’s board meeting.
  - b. Recognize there were no closed sessions in FY 2020/2021 under the Open Meetings Act. No action necessary to unseal closed sessions from previous year’s board of trustee minutes.
  - c. Swearing in of re-elected board members Kathleen Clesson and Tami Koch.
- E. Election of new officers
  - a. Nominate President, Vice-President, Secretary, and Treasurer and hold election.
  - b. Swearing in of officers by Kira Stevens.
- F. Treasurer’s Report, Michael Lamb
  - a. Status of Funds
  - b. Approval of Payables and Transfers
- G. President’s Report, Dennis Lawyer
- H. Reports from Trustees
  - a. Kathy Clesson, Vice-President
  - b. Tami Koch
  - c. Amy Roehrig
  - d. Lisa Shaffer

I. Committee Reports

a. Director's Evaluation

i. Recommendation: 2.5% increase in Director's salary

ii. Vote to approve Director's salary increase

1. At 2.5% increase, the Director's salary for FY 21/22 would be \$44,078.58.

J. Librarian's Report, Lori Urban

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. Discuss 2021/2022 Budget

i. Vote to approve staff raises

1. Minimum wage requirements (7%) for clerical staff

2. 2.5% increase for Assistant Librarian, Janitor, and Storyteller.

b. Approve Banking Ordinance 21-3

i. Name trustees who have signature authority.

1. Currently Dennis Lawyer, Michael Lamb, Tami Koch, Kathleen Clesson, and Kira Stevens (President, Secretary, and Treasurer must be included.)

c. Approve Investment of Public Funds Policy

L. New Business (Discussion Items)

a. Review Board of Trustee Bylaws

b. Review Ethics Ordinance 15-10

c. Review Special Reserve Ordinance 11-1

d. Review Special Reserve Plan Ordinance 13-2

M. Adjournment

a. Next Meeting, Tuesday, July 13, 2021.