

**MINUTES OF THE January 2024
HPLD BOARD MEETING
Presented February 2024**

Board members met on January 9, 2024 with Dennis Lawyer (President), Tami Koch (V-President), Michael Lamb (treasurer) Amy Roehrig (secretary), Lori Urban (Library Director), Kathy Clesson, Lisa Shaffer and Kira Stevens present.

Called to order 6:30 pm.

CORRESPONDENCE | PUBLIC COMMENTS

- None

SECRETARY'S REPORT

- A. Roehrig provided a report of the November 2023 meeting minutes, which were approved and filed for audit. D. Lawyer motioned; M. Lamb seconded. The motion passed unanimously.

TREASURER'S REPORT

- M. Lamb provided the treasurer's report for November 2023. For November 2023 there were three out-of-ordinary expense (Bellis & Bolek [painting] \$2262.00; DH Pace Company [automatic door operators] \$4698.00; Federal Companies [moving & storing book during refresh] \$12,014.00). T. Koch moved to accept payables, account balances, and transactions as presented. K. Clesson seconded; the motion passed unanimously.
- M. Lamb noted the standard transfers had occurred. A. Roehrig moved to approve all fund transfers as presented. D. Lawyer seconded; the motion passed unanimously.
- M. Lamb provided the treasurer's report for December 2023. For December 2023 there were two out-of-ordinary expenses (RW Vandegraft Painting [interior painting] \$19,655.00; Cushings' Commercial Carpet [carpet install] \$24,965.25). K. Clesson moved to accept payables, account balances, and transactions as presented. L. Shaffer seconded; the motion passed unanimously.
- M. Lamb noted the standard transfers had occurred. T. Koch moved to approve all fund transfers as presented. K. Clesson seconded; the motion passed unanimously.

PRESIDENT'S REPORT

- Noted the improved look of the library, Lori and staff did a wonderful job to make the improvements seamless.

TRUSTEE REPORTS

- None

COMMITTEE REPORTS

- None

LIBRARIAN'S REPORT

- See attached.

OLD BUSINESS | ACTION ITEMS

- None

NEW BUSINESS | ACTION ITEMS

- Review Administrative Succession Plan

- Discuss plan to use 2023 Community Survey to develop a Strategic Plan. L. Urban provided a resource for board members to look through to develop a Strategic Plan. Look at Mission Statement and big themes found in the data from the Community Survey.

MEETING ADJOURNED. 7:00 pm

The next meeting will be February 13, 2024, at 6:30 p.m.

Amy Roehrig
Secretary
Heyworth Public Library District

- MINUTES approved on this date: 2/13/24
- MINUTES approved with amendments stapled to this copy on this date: _____