

**MINUTES OF THE MARCH 2024
HPLD BOARD MEETING
Presented April 2024**

Board members met on March 12, 2024 with Dennis Lawyer (president), Tami Koch (vice president), Kira Stevens (acting secretary), Lori Urban (director) and Kathy Clesson present. Absent were Michael Lamb (treasurer), Amy Roehrig and Lisa Shaffer.

Called to order 6:30 pm.

CORRESPONDENCE | PUBLIC COMMENTS

The library received an invitation to the Village of Downs annual TIF district hearing.

SECRETARY'S REPORT

Kira Stevens provided a report of the February 2024 meeting minutes. D.Lawyer moved to approve the minutes and file them for audit; M. Lamb seconded, and the motion carried.

TREASURER'S REPORT

Director Urban presented the treasurer's report for February 2024 in the absence of M.Lamb. There were no out of ordinary expenses or transfers for the month. T. Koch moved to accept payables, account balances, and transactions as presented. D.Lawyer seconded, and the motion carried. K.Clesson moved to approve all fund transfers as presented. T.Koch seconded and the motion carried.

PRESIDENT'S REPORT

The president and vice president thanked the rest of the board for covering the previous meeting in their absences.

TRUSTEE REPORTS

None

COMMITTEE REPORTS

None

LIBRARIAN'S REPORT

See attached for the librarian's written report. Director Urban also presented a summary of chapters 4 and 5 of the *Serving our Public: Standards for Illinois Public Libraries* manual. She reported we met the standard for Chapter 4 and are working toward meeting the guidance of Chapter 5 by improving the library with accessible doors, new interior paint and carpeting, and planning for future maintenance.

OLD BUSINESS | ACTION ITEMS

The board reviewed and discussed the library's mission statement as presented. No action was taken and will be discussed again at the next meeting when the full board is anticipated to be present.

The board also discussed the results of the library's community survey, which was also tabled until the next meeting for consideration by the full board.

Finally, the board discussed changes to the library's exhibit policy as presented. K.Stevens moved to approve the policy as presented. T.Koch seconded, and the motion carried.

NEW BUSINESS | ACTION ITEMS

The director presented updated edits to the library's circulation policy. Significant changes included reducing the needed proof of address from two to one and updating the lost or damaged materials charge to replacement cost rather than retail cost plus a \$5 non-refundable administrative fee. The board will review the changes and discuss at the next meeting.

Finally, the director presented an intergovernmental agreement regarding the library's participation in the Resource Sharing Alliance (RSA) consortium. The board will review the agreement and discuss at the next meeting.

MEETING ADJOURNED. 7:25 pm

The next meeting will be April 9, 2024, at 6:30 p.m. at the library

Kira Stevens
Acting Secretary
Heyworth Public Library District

- MINUTES approved on this date: 4/9/24
- MINUTES approved with amendments stapled to this copy on this date: _____