

Heyworth Public Library District

Board Meeting Agenda
119 E. Main Street, Heyworth, IL 61745
Phone 309-473-2313

July 9, 2024

All citizens are invited to the Heyworth Public Library District Board meetings. Regular meetings are held at 6:30 p.m. on the second Tuesday of each month. There is no December meeting.

- A. Call to order
- B. Roll Call of Trustees
- C. Correspondence, Communications, and Public Comments
- D. Secretary's Report
 - a. Motion to approve minutes of previous board meeting as presented in the board packet.
- E. Treasurer's Report
 - a. Status of Funds
 - b. Approval of Payables and Transfers
 - c. Motion to move 10% of Director's salary and 10% of Janitor's salary from Insurance Fund to General Fund.
 - i. 10% of the Director's Salary and the Janitor's Salary to be moved would be \$5,633.16 and \$385.01, respectively, for a total of \$6,018.17.
- F. President's Report
 - a. Appoint two Trustees to conduct the annual Secretary's Audit before the next board meeting.
 - b. Designate FOIA and OMA officers.
 - i. FOIA officer – Amy Roehrig (secretary) and Lori Urban (director)
 - ii. OMA officer – Amy Roehrig (secretary)
- G. Reports from Trustees

H. Librarian's Report

- a. Circulation and discussion of data and statistics of library usage
- b. Gifts and Memorials
- c. Other Items of Interest
- d. Per Capita Review

I. Old Business

- a. Review Strategic Plan
- b. Review Tentative Budget & Appropriations 24-1
 - i. B & A Hearing - August 13, 2024
- c. Review Special Reserve Ordinance 11-1
- d. Review Special Reserve Plan Ordinance 13-2

J. New Business

- a. Review Disaster Plan
 - i. Director updated format and contact information.
 - ii. Trustees need to verify their contact information.
- b. Review Programming Policy
- c. Review Reference Policy

K. Adjournment

- a. Next Meeting, Tuesday, August 13, 2024, at 6:30 p.m.