

**MINUTES OF THE August 2024
HPLD BOARD MEETING
Presented September 2024**

Board members met on August 13, 2024 with Dennis Lawyer (President), Tami Koch (V-President), Michael Lamb (Treasurer), Amy Roehrig (Secretary), Lori Urban (Library Director), Kathy Clesson, and Lisa Shaffer present. Kira Stevens not present.

Called to order 6:30.

CORRESPONDENCE | PUBLIC COMMENTS

- No correspondence

BUDGET & APPROPRIATIONS HEARING FY 24/25 (Ordinance 24-1)

- A public hearing on the proposed budget and appropriations for FY 24/25 opened at 6:30 p.m.
- No members of the public were in attendance.
- The public portion of the hearing closed at 6:32 p.m.
- Board member D. Lawyer moved to approve Ordinance 24-1; L. Shaffer seconded.
 - Roll call vote was taken and unanimously approved:
 - D. Lawyer Yes
 - T. Koch Yes
 - M. Lamb Yes
 - A. Roehrig Yes
 - K. Clesson Yes
 - L. Shaffer Yes
 - K. Stevens Absent

SECRETARY'S REPORT

- A. Roehrig provided a report of the July 2024 meeting minutes, which were approved and filed for audit. K. Clesson motioned; T. Koch seconded. The motion passed unanimously.

TREASURER'S REPORT

- M. Lamb provided the treasurer's report for July 2024. A. Roehrig moved to accept payables, account balances, and transactions as presented; there were no out-of-ordinary expenses. K. Clesson seconded; the motion passed unanimously.
- M. Lamb noted the standard transfers had occurred—one notable transfer for 10% of the Safety Officer and Janitor's salary. L. Shaffer moved to approve all fund transfers as presented. D. Lawyer seconded; the motion passed unanimously.
- The pledge letter for collateral has not been received for July.
- M. Lamb motioned to transfer unexpended FY 23/24 General Fund revenue of \$22,310.00 to Special Reserves T. Koch moved to accept the motion, and L. Shaffer seconded; the motion passed unanimously.

PRESIDENT'S REPORT

- none

TRUSTEE REPORTS

- none

LIBRARIAN'S REPORT

- See attached.

- Highlights:
 - L. Urban has completed the Receipts and Disbursements and the IPLAR.
 - L. Urban and A. Roehrig have completed FOIA and OMA training.
 - L. Urban described a collection of McLean County libraries collaborating on a grant that could be used for portions of the Strategic Plan.
 - Donation of \$250 from Ron & Sherrie Wright
- Per Capita Grant review of Chapter 12: Technology
 - Checklist items reviewed and working on items as part of the Strategic Plan.

OLD BUSINESS | ACTION ITEMS

- L. Shaffer motioned to approve the updated Disaster Plan. T. Koch seconded. The motion passed unanimously.
- Reviewed the Programing Policy
 - No changes were made to the Programming Policy
- Reviewed the Reference Policy
 - No changes were made to the Reference Policy

NEW BUSINESS | ACTION ITEMS

- Discuss Levy Ordinance 24-2
- Review Internet Access Policy
- Review updates to the Circulation Policy, including cards for institutions and temporary visitors.

MEETING ADJOURNED 7:11 p.m.

The next meeting will be September 10, at 6:30 p.m.

Amy Roehrig
 Secretary
 Heyworth Public Library District

- MINUTES approved on this date: 9/10/24
- MINUTES approved with amendments stapled to this copy on this date: _____