

**MINUTES OF THE October 2024  
HPLD BOARD MEETING  
Presented November 2024**

Board members met on October 8, 2024 with Dennis Lawyer (President), Tami Koch (V-President), Michael Lamb (Treasurer), Amy Roehrig (Secretary), Lori Urban (Library Director) present. Kathy Clesson, Kira Stevens, and Lisa Shaffer were absent.

Called to order 6:30.

**CORRESPONDENCE | PUBLIC COMMENTS**

- Received notification from the McLean County Board review concerning the tax value of Prairie View (new income based housing)

**SECRETARY'S REPORT**

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

**TREASURER'S REPORT**

- M. Lamb provided the treasurer's report for September 2024. T. Koch moved to accept payables, account balances, and transactions as presented including one out-of-ordinary expenses to Advantage Archives, LLC (\$1,930.00). A. Roehrig seconded; the motion passed unanimously.
- M. Lamb noted the standard transfers had occurred. A. Roehrig moved to approve all fund transfers as presented. K. Clesson seconded; the motion passed unanimously.
  - The pledge letter for collateral was received for August.
  - The pledge letter for September has not been received as of this report.
  - The Library received Property Tax Distributions 5 and 6. Expected future distributions in November.
  - CEFCU CD 203 matures in December.
- Online Business Banking Agreement with First State Bank & Trust
  - M. Lamb motioned to allow L. Urban as Library Director to be designated as the administrator of Online Business Services with FSB. D. Lawyer seconded; the motion passed unanimously
    - L. Urban could submit online transfer requests for regular monthly transfers.
    - M. Lamb as Treasurer will have read-only access.

**PRESIDENT'S REPORT**

- none

**TRUSTEE REPORTS**

- none

**LIBRARIAN'S REPORT**

- See attached.
- Highlights:
  - Annual Treasurer's Report was published in the September 19 edition of The Buzz.
  - Website is updated to the new format.
  - Digital Equity Grant application should be released later in October.
  - Market on Main was successful community outreach.
- Per Capita Grant review is completed for the year.

**OLD BUSINESS | ACTION ITEMS**

- Reviewed the Freedom of Information Act Policy
  - Updated with new budget numbers inputted into the Freedom of Information Act Policy.
  - T. Koch motioned to approve. M. Lamb seconded. Motion passed unanimously.
- Reviewed the Establishing Meeting Dates Ordinance 24-3
  - Updated dates with a change to the November meeting day due to Veteran's Day 2025.
  - T. Koch motioned to approve. D. Lawyer seconded. Motion passed unanimously.
- Design for Library logo

**NEW BUSINESS | ACTION ITEMS**

- Review Meeting Room Policy

**MEETING ADJOURNED 7:03 p.m.**

The next meeting will be on November 12, at 6:30 p.m.

Amy Roehrig  
Secretary  
Heyworth Public Library District

- MINUTES approved on this date: 11/12/24
- MINUTES approved with amendments stapled to this copy on this date: \_\_\_\_\_