

**MINUTES OF THE November 2024
HPLD BOARD MEETING
Presented January 2025**

Board members met on November 12, 2024 with Dennis Lawyer (President), Tami Koch (V-President), Amy Roehrig (Secretary), Lori Urban (Library Director), Kathy Clesson, Kira Stevens. and Lisa Shaffer were present. Michael Lamb (Treasurer) was absent.

Called to order 6:30.

CORRESPONDENCE | PUBLIC COMMENTS

- none

SECRETARY'S REPORT

- A. Roehrig provided a report of the October 2024 meeting minutes, which were approved and filed for audit. D. Lawyer motioned; T. Koch seconded. The motion passed unanimously.
- A. Roehrig noted that there were no closed session minutes from the past 6 months to review.

TREASURER'S REPORT

- L. Urban (in M. Lamb's absence) provided the treasurer's report for October 2024. A. Roehrig moved to accept payables, account balances, and transactions as presented including one out-of-ordinary expense to Best Buy (\$943.99). K. Clesson seconded; the motion passed unanimously.
- L. Urban noted the standard transfers had occurred. L. Shaffer moved to approve all fund transfers as presented. K. Clesson seconded; the motion passed unanimously.
 - o The pledge letter for collateral was received for September on 10/10/24.
 - o The pledge letter for collateral was received for October on 11/04/24.

PRESIDENT'S REPORT

- none

TRUSTEE REPORTS

- none

LIBRARIAN'S REPORT

- See attached.
- Highlights:
 - o Meeting Dates Ordinance 24-3 was published in the Buzz on October 17.
 - o First State Bank and CEFCU have been set up for the director and treasurer to have separate login credentials for access to accounts.
 - o Art display from the elementary school has been set up - families have been in to look for their student's art.
 - o Graphic novels are frequently requested by the teens. This has been a focus in this month's book purchases.
 - o New collections include board games and STEAM kits
 - o Hosting the Angel Tree again this year.
- Per Capita Grant application is due January 30

OLD BUSINESS | ACTION ITEMS

- Reviewed the Meeting Room Policy
 - o L. Shaffer motioned to approve. K. Stevens seconded. Motion passed unanimously.
- Reviewed designs for Library logo

- Four options were presented and option 1 was the most popular
- There was a request to alter the colors to match more of the color of the barn quilt
- L. Urban would like to develop a marketing plan that aligns with the strategic plan

NEW BUSINESS | ACTION ITEMS

- Review Routine Banking procedures

MEETING ADJOURNED 7:20 p.m.

The next meeting will be on January 14, at 6:30 p.m.

Amy Roehrig
Secretary
Heyworth Public Library District

- MINUTES approved on this date: 1/14/25
- MINUTES approved with amendments stapled to this copy on this date: _____