



Library Board of Trustees Meeting
Community Room, Heyworth Public Library
119 E Main Street, Heyworth, IL 61745
Tuesday, June 10, 2025, 6:30 p.m.

Agenda

1. Call to Order
2. Roll Call
3. Correspondence, Communications, and Public Comments
4. Secretary's Report
 - a. *Recommended action: Motion to approve minutes of previous board meeting as presented in the board packet.*
 - b. *Recommended action: State in the June minutes that there were no closed sessions to review for the last six months of FY 2024/2025.*
5. Election of new officers
 - a. Nominate President, Vice-President, Secretary, and Treasurer and hold election.
 - b. Swearing in of officers by Secretary.
6. Treasurer's Report
 - a. Review Account Balances, Payables, and Transactions
 - i. *Recommended action: Motion to approve payables, account balances, and transactions as presented in the board packet.*
 - ii. *Recommended action: Motion to approve transfers as presented in the board packet.*
 - b. Other Items of Interest
 - i. Discuss moving money market and savings accounts at First State Bank & Trust to new accounts that have higher interest yields.
 1. *Recommended action: Motion to approve moving money market and savings accounts at First State Bank & Trust to new accounts as discussed.*

- ii. New signature cards will be needed for FSB and CEFCU.
- iii. An online agreement is needed at CEFCU like we have at FSB.

7. President's Report

8. Reports from Trustees

9. Director's Report

- a. Circulation and Statistics of Library Usage
- b. Gifts and Memorials
- c. Other Items of Interest
- d. Per Capita Review

10. Old Business

a. FY 25/26 budget discussion

i. Adopt Tentative Budget and Appropriations Ordinance 25-1

- 1. *Recommended action: Motion to adopt Tentative Budget and Appropriations Ordinance 25-1.*

Note: B & A Hearing notice in The Buzz – June 26

B & A Hearing – August 12

b. Review Banking Ordinance 23-3

- i. *Recommended action: State in the minutes that the ordinance was reviewed and no further action is needed.*

ii. Name trustees who have signature authority.

- 1. Currently all trustees except two new ones, Wendy Hadden and Anne Pickett. (President, Secretary, and Treasurer must be included.)
- 2. *Recommended action: State in the minutes that all trustees have signature authority. List each name separately.*

c. Review Investment of Public Funds Policy

- i. *Recommended action: State in the minutes that the policy was reviewed and no further action is needed.*

11. New Business

- a. Review Ethics Ordinance 15-10
- b. Review Special Reserve Ordinance 11-1

- c. Review Special Reserve Plan Ordinance 13-2
- d. Review Paychecks section of Employee Handbook

12. Adjournment

- a. Next Meeting, Tuesday, July 8, 2025, at 6:30 p.m.