Heyworth Public Library District

Library Board of Trustees Meeting
Tuesday, September 9, 2025, 6:30 p.m.

Minutes

The Library Board of Trustees convened at 6:30 p.m. on September 9, 2025.
President Kira Stevens called the meeting to order.

Roll Call

Attendee	Title	Status
Kira Stevens	President	Present
Tami Koch	Vice President	Present—arrived 6:37p.m.
Lisa Shaffer	Secretary	Present
Amy Roehrig	Treasurer	Present
Kathleen Clesson	Trustee	Present
Wendy Hadden	Trustee	Present
Anne Pickett	Trustee	Present

Staff present: Lori Urban, Director

Correspondence, Communications, and Public Comments
None

Secretary's Report
Trustee K. Clesson made a motion, seconded by Trustee A. Roehrig. to approve the minutes of the previous board meeting as presented. Motion carried (6-0).

Treasurer's Report
Trustee A. Pickett made a motion, seconded by Trustee L. Shaffer, to approve all account balances, payables, and transactions as presented. Motion carried (6-0).

Trustee K. Stevens made a motion, seconded by Trustee W. Hadden to approve all transfers as presented. Motion carried (6-0).

President's Report
None

Reports by Trustees
There were no comments by Trustees

Director's Report

Director L. Urban said that 10 reels of the Heyworth Star ranging from 1986-1995 plus a 1903 edition of Heyworth Natural Gas on loan from a patron were sent off to Advantage Archives to be digitized. We have received links unique to our library to the Illinois State Database Package and they will be added to the website soon so that patrons can access the 50 different databases from home with their library card. Chestnut Health Systems is willing to provide free staff training and a supply of Narcan products if/when we move forward with providing this for the community. JKE began installation of the a/c, evaporator coil and water cooler. Anderson Electric will schedule a time to come and install a GFI outlet for the water cooler. Chapter 13 (Marketing, Promotion, and Collaboration) was reviewed and standards are currently met for the check list.

Old Business

Trustee A. Roehrig made a motion to approve Levy Ordinance 25-2 as presented and was seconded by Trustee T. Koch. Roll call vote was taken and unanimously approved:

K. Stevens	Yes
T. Koch	Yes
L. Shaffer	Yes
A. Roehrig	Yes
K. Clesson	Yes
W. Hadden	Yes
A. Pickett	Yes

Internet Access Policy was reviewed and no further action is needed.

Capital Asset Plan discussions are continuing throughout the year. We will do a walk-through of the building and grounds before the October 2025 meeting to assess the current situation.

New Business

Review Freedom of Information Act Policy.

Review Establishing Meeting Dates Ordinance 25-3.

Adjournment

President Kira Stevens adjourned the meeting at 7:12 p.m.

Next meeting will be on Tuesday, October 14, 2025, at 6:30 p.m.