

**Havana Public Library District  
Board of Trustees Regular Meeting  
Monday, September 23, 2024, at 4:30 p.m.  
Library Annex at 118 S. Plum**

- I. **Call to Order** – Mark McGrew called the meeting to order at 4:34 p.m.
- II. **Roll Call** – Trustee’s Mary Layton, Mark McGrew, Kate Hurley and Roberta Little. Library Director, Vanessa Hall-Bennett. Guest- Matt Nathan
- III. **President’s Report** – None
- IV. **Secretary’s Report** – Kate Hurley made a motion to approve the August 8, 2024 minutes as printed, seconded by Roberta Little, passed unanimously.
- V. **Correspondence, communications, and public comment** - None
- VI. **Treasurer’s Report** – Tabled until October meeting
- VII. **Librarian’s Report** – None
- VIII. **Unfinished Business**
  - a. Apartment Lease: Board members asked President Mark McGrew to contact Luke about the lease and get that executed prior to the next board meeting.
  - b. Swearing In/Oath of New Trustee – Tabled
  - c. Appointment of Board Secretary - Tabled
  - d. Appointment of OMA Officer-Tabled
- IX. **New Business**
  - a. Annual Budget and Appropriation Ordinance: Roberta Little made a motion to approve Ordinance 24-03, seconded by Mary Layton, passed unanimously.
  - b. 2025 Election: Kate Hurley made a motion to appoint Vanessa Hall-Bennett as the election clerk, seconded by Roberta Little, passed unanimously.
- X. **Public Comment** – Matt Nathan, member of the public, suggested that we put a bench out front of library.
- XI. **Adjournment** – Roberta Little made a motion to adjourn, seconded by Kate Hurley. Motion carried. Adjourned at 4:48 p.m.

Mary Layton  
Acting Secretary