

St. Joseph Township-Swearingen Memorial Library Board of Trustees
Minutes of the Thursday, February 15, 2024 meeting:

Members present: Carol Emmerling-DiNovo (Vice President), William Hechler, Dawn Huls, Rick Ingram (arrived after call to order), Jessica Kerner (Secretary), Kathy Munday (President), Andrew Schaefer (Treasurer)

Others present: Susan McKinney (Librarian)

Absent: None

Call to Order

Munday called the meeting to order at 7:00 pm.

Approval of Minutes

Schaefer moved to approve the minutes of the January 18, 2024 meeting as written. Munday seconded it. Roll Call vote: Yes: Emmerling, Hechler, Huls, Kerner, Munday, Schaefer. The motion carried.

Rick Ingram walks in at 7:02 pm. Tardy issued.....

Treasurer's Report

Schaefer gave the Treasurer's Report. As of January 18, 2024, the Gifford Township account will have a balance of \$51,934.47. The Gifford Trust account will have a balance of \$10,685.95. There are no CDs that come due until July of 2024. Interest rate is the best it has been for quite some time. Emmerling moved to approve the Treasurer's Report. Hechler seconded it. Roll Call vote: Yes: Emmerling, Hechler, Huls, Ingram, Kerner, Munday, Schaefer. The motion carried.

The list of accounts will only have the last 4 digits of accounts to protect the security of our money. The \$90,000 of investments currently distributed:

Type/Account #	Due Date	Investment Value	Interest Rate
CD Gifford/8575	7/30/2024	30,000	3.25%
CD Longview/4641	8/24/2024	15,000	3.21%
CD Longview/1499	9/18/2024	15,000	3.21%
CD Gifford/8326	11/18/2024	15,000	3.25%
CD Longview/0145	11/22/2024	15,000	3.21%

Librarian's Report

McKinney shared the staff evaluations for the year, as well as submitted her annual report. She highlighted that the digital circulation is over 1,000 books for the month. This is a third of the library circulation. Our circulation is well above the circulation of 2022.

McKinney submitted her monthly report. The winter used book sale brought in \$378.28. The book club has started and met on January 17th. The next session is February 21st at the library. Mike Birt submitted his bill from work done for 2021-2023. This bill was \$1740. The AT&T situation is resolved, and we received \$294.84 credit on our bills. Shari Fox from the League of Women Voters came to the February staff meeting to present about voter registration and voting questions.

Committee Reports

Budget & Investments:

McKinney submitted the proposed budget for the year. The budget committee will meet before the next meeting to go over the final proposed budget.

Building & Grounds:

None

Policy & Planning:

None

Old Business

COVID and Library Services

Keep as is. There have been no complaints.

TIF Update

No new updates.

Alarm Monitoring

Josh Young, through Barcom Security, provided information on installing an alarm monitoring system. The quote is \$399 to install the communicator to the current system, along with \$55 a month. There would be an annual fire inspection that is required for \$500 a ~~month~~ year. The price is based on a 36 month agreement, so \$1560 the first year and \$1160 a year thereafter. The board had several questions, including if the fire department would complete our fire inspections, as well as if insurance requires this type of monitoring system. This topic is tabled until we have more information from the fire department, State Farm, and the village.

New Business

None

Adjournment

Ingram moved to adjourn the meeting. Emmerling seconded it. Roll Call vote: Yes: Emmerling, Hechler, Huls, Ingram, Kerner, Munday, Schaefer. The motion carried.

The meeting was adjourned at 8:03 pm. The next meeting is scheduled for Thursday, March 21, 2024 at 7:00 pm.

Respectfully submitted,

Jessica Kerner, Secretary