

**St. Joseph Township-Swearingen Memorial Library Board of Trustees
Minutes of the Thursday, June 15, 2023 meeting:**

Members present: Carol Emmerling-DiNovo (Vice President), William Hechler, Dawn Huls, Rick Ingram, Jessica Kerner (Secretary), Andrew Schaefer (Treasurer)

Others present: Susan McKinney (Librarian)

Absent: Kathy Munday (President)

Call to Order

Emmerling called the meeting to order at 7:02 pm.

Approval of Minutes

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

Treasurer's Report

Schaefer gave the Treasurer's Report. As of June 15, 2023, the Gifford Township account has a balance of \$57,461.03. The Gifford Trust account has a balance of \$9,728.10. Kerner moved to approve the Treasurer's Report. Huls seconded it. Roll Call vote: Yes: Emmerling, Hechler, Huls, Ingram, Kerner, 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	7/30/2023	30,000	0.50%
CD Longview/4641	8/24/2023	15,000	0.50%
CD Longview/1499	9/18/2023	15,000	0.50%
CD Gifford/8326	11/18/2023	15,000	1.00%
CD Longview/3254	11/22/2023	15,000	0.35%

Librarian's Report

McKinney submitted her report. McKinney will be gone June 23 - July 3rd. Spring book sale brought in \$347.80. McKinney will be coming in July 3-4 to reformat the hard drives of the old computers so that we can dispose of them. The summer reading program began June 5th. As of June 10th, we have had 98 children, 15 teens, and 75 adults registered. The Norman event had 17 people attend. 63 crafts were picked up on June 6th. Four attended the Brookdale presentation. Story time with Maha was postponed to Friday, June 16th. Sidewalk chalk art had 13 and Doug Swinford's author talk had 12 people attend. Chapin Rose's office is doing a summer reading program, where students can send in a form that says they read 8 books to get a certificate from the state office. McKinney received the letter to say that we received the Per Capita Grant again this year. McKinney was given a note written by Maude Davis before she passed, which she shared with the board.

Committee Reports

Budget & Investments:

There are two CDs that will come due before the next meeting.

Building & Grounds:

The board discussed the issues with the roof and the chimney and looked at quotes. Hechler moved to hire The Roofing Dog to replace the roof and remove the faux chimney. Kerner seconded it. The board

continued to discuss the quotes from companies McKinney contacted. Schaefer motioned to end the debate, and Emmerling called for a vote. Roll call vote: Yes: Emmerling, Hechler, Huls, Ingram, Kerner, Schaefer. The motion carried.

The outside book drop should be completed within the week.

Policy & Planning:

No new business.

Old Business

COVID and Library Services

Having no time limit has been working well and will continue.

Treasurer permission for CDs

Hechler moves that for a one-year period the treasurer will be authorized to sign off on notes as individual CDs mature. Kerner seconded it. Roll Call Vote: Yes: Emmerling, Hechler, Huls, Ingram, Kerner, Schaefer. The motion carried.

New Business

Non-Resident Card Status/Fee

Schaefer moved to approve the non-resident card fee of \$85. Ingram seconded. Roll Call Vote: Yes: Emmerling, Hechler, Huls, Ingram, Kerner, Schaefer

PLAW Act

The law on annual leave changes 1/1/2024. The board discussed the law.

Adjournment

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

The meeting was adjourned at 8:26 pm. The next meeting is scheduled for Thursday, September 21, 2023 at 7:00 pm.

Respectfully submitted,

Jessica Kerner, Secretary