

**St. Joseph Township-Swearingen Memorial Library Board of Trustees
Minutes of the Thursday, June 14th meeting:**

Members present: Darlene Allen, Shirley Evans (Secretary), William Hechler, Kathy Munday (President)
Others present: Susan McKinney (Librarian)
Absent: Rick Ingram, Meredith Riegel (Vice President), Andrew Schaefer (Treasurer)

CALL TO ORDER

Munday called the meeting to order at 7:09 p.m.

INTRODUCTION OF VISITORS

None

APPROVAL OF MINUTES

Munday made the motion to approve the minutes of the May 10th meeting as written. Evans seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Munday. The motion carried.

TREASURER'S REPORT

McKinney gave the Treasurer's Report. As of May 10, 2018, the township account has a balance of \$22,211.70. The trust account has a balance of \$7658.30. We received our first tax distribution on May 29th. We paid the township their \$10000 back. Munday made a motion to approve the Treasurer's report. Allen seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Munday. 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 are distributed:

Type/Account#	Due Date	Investment Value	Interest Rate
CD Gifford/8089	7/30/2018	30,000	0.40%
CD Longview/1499	9/18/2018	15,000	0.75%
CD Gifford/8151	11/18/2018	15,000	0.40%
CD Longview/3287	6/22/2019	15,000	2.00%
CD Longview/3254	11/22/2019	15,000	2.00%

LIBRARIAN'S REPORT

The written report was submitted by McKinney. McKinney highlighted some items on her report including her vacation time and that she was elected Vice-Chair of the ECC (Electronic Content Consortium). Skalac and Vaughn have switched their hours on Tuesdays and Saturdays to alleviate both their schedules. Summer Reading Program is going extremely well. We have 12 Junior Librarians. A former board member complained about weeds in the gravel around North and South side of building.

COMMITTEE REPORTS

Budget & Investments

The May CD was secured at 2.00% for 13 months. The next CD is due 7/30/18. Evans moved to have Schaefer make the best decision for the library in regards to the CD that matures and then email board what decision was made. Munday seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Munday. The motion carried.

The September CD is 2 days before our board meeting. Hechler moved to have Schaefer make the best decision for the library in regards to the CD that matures on 9/18/18 and then email board what decision was made. Allen seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Munday. The motion carried.

Building & Grounds

Hechler said he would spray the north side of the building before leaving tonight. Riegel said she would work on the south side as she can.

Policy & Planning

No business.

OLD BUSINESS

Munday will meet with the staff at the June staff meeting on June 21st.

NEW BUSINESS

None

ADJOURNMENT

Evans moved to adjourn the meeting. Munday seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Munday. The motion carried. The meeting adjourned at 7:29 p.m. The next meeting is scheduled for Thursday, September 20, 2018 at 7 p.m.

Respectfully submitted,
Shirley Evans, Secretary