

St. Joseph Township-Swearingen Memorial Library Board of Trustees

Minutes of the Thursday, May 8, 2025 meeting:

Members present: Carol Emmerling-DiNovo (Vice President), Dawn Huls, Jessica Kerner (Secretary), Kathy Munday (President), Andrew Schaefer (Treasurer)

Others present: Susan McKinney (Librarian), Amy Lewis

Absent: William Hechler, Rick Ingram

Call to Order

Munday called the meeting to order at 7:03 pm.

Approval of Minutes

Munday moved to approve the minutes of the April 17, 2025 meeting. Emmerling seconded it. Roll Call vote: Yes: Emmerling, Huls, Kerner, Munday, Schaefer. The motion carried.

Visitor's presentations – Patron came in to ask about and discuss board policy on library cards, in regulation with the ADA.

Treasurer's Report

Schaefer gave the Treasurer's Report. As of May 8, 2025, the Gifford Township account will have a balance of \$4,575.02. The Gifford Trust account will have a balance of \$13,935.71. Kerner moved to approve the Treasurer's Report. Huls seconded it. Roll Call vote: Yes: Emmerling, Huls, 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	7/30/2025	30,000	2.96%
CD Longview/4641	8/24/2025	15,000	2.97%
CD Longview/1499	9/18/2025	15,000	2.97%
CD Gifford/8326	11/18/2025	15,000	2.96%
CD Longview/0145	11/29/2025	15,000	2.97%

Librarian's Report

McKinney submitted her report, along with a list of all of the programs that will be held this summer. The spring used book sale is going well. Thirteen junior librarians will be helping over the summer. Summer reading program begins June 9 and ends July 12, with a lot of events on the calendar!

Committee Reports

Budget & Investments:

None

Building & Grounds:

Emmerling worked on the planters and will be coming in to spray around the building. McKinney is going to contact the fire department to fix the issues with the flagpole.

Policy & Planning:

The committee will be looking at the user policy; General Library Services, section 5, under article 2. Discussion on the verbiage of how the policy is written.

Old Business

COVID and Library Services -Keep as is. There have been no complaints.

TIF Update – The village has not provided the agreement for the library to sign, so we are unsure whether we are under the township or if we will get our own agreement to sign as the library board.

AT&T Phone Discussion - McKinney has emailed AT&T. Munday has contacted her current provider to see if this would be an option for the library. McKinney hopes to have ideas for the September meeting.

New Business

Newly Elected Board Members Oath of Office – Emmerling, Huls, Kerner and Schaefer were sworn into office.

Election of New Officers – Munday has nominated Dawn Huls to be president of Library board of trustees, along with Emmerling as Vice, Schaefer as Treasurer, Kerner as Secretary. Schaefer seconded the slate. Roll Call vote: Yes: Emmerling, Huls, Kerner, Munday, Schaefer. The motion carried.

Appointing of Committee Members –

President Huls has appointed committees. Ingram and Kerner will be on Policy and Planning. Munday and Schaefer will be on the Budget Committee. Emmerling and Hechler will be on the Building and Grounds Committee.

Adjournment

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

The meeting was adjourned at 8:09 pm. The next meeting is scheduled for Thursday, June 19, 2025 at 7:00 pm.

Respectfully submitted,

Jessica Kerner, Secretary