

St. Joseph Township-Swearingen Memorial Library Board of Trustees
Minutes of the Thursday, November 16, 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 6:59 pm.

Approval of Minutes

Ingram moved to approve the minutes of the October 12th 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 November 17, 2023, the Gifford Township account will have a balance of \$79,173.95. The Gifford Trust account will have a balance of \$10,195.61. Schaefer will take care of the CDs that come due in the upcoming days. A thank you note will be written to the Township Board for assisting with replacement of the roof. Kerner moved to approve the Treasurer's Report. Ingram 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/8326	11/18/2023	15,000	1.00%
CD Longview/3254	11/22/2023	15,000	0.35%
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%

Librarian's Report

McKinney submitted her report. McKinney will be off November 18-25 and December 7-9. Susan will take her computer with her to work on book orders. Over 200 eclipse glasses have been handed out so far. We had 104 people in the Halloween parade and 46 treats handed out. Story time is slowly growing, and Senior Citizens Bingo is going well. The IRS Scams and Consumer Fraud seminars had a few people, and McKinney will look to reschedule in March. We had 8 completed passports returned for the Library Crawl. McKinney purchased a new printer for the workroom, because it is no longer reliably working. The library will be offering drop-in crafts on the Saturdays of December.

The board reviewed chapters 9-13 in Serving Our Public 4.0.

Committee Reports

Budget & Investments:

None

Building & Grounds:

Winter contract came in, and McKinney agreed to the contract for the season.

Policy & Planning:

None

Old Business

COVID and Library Services

Keep as is. There have been no complaints.

New Business

The board set meeting dates for 2024. The following dates have been set: January 18, February 15, March 21, April 25, May 23, September 19, October 24, and November 21.

Adjournment

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

The meeting was adjourned at 8:29 pm. The next meeting is scheduled for Thursday, January 18, 2024 at 7:00 pm.

Respectfully submitted,

Jessica Kerner, Secretary