

**St. Joseph Township-Swearingen Memorial Library Board of Trustees
Minutes of the Thursday, February 8th meeting:**

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

CALL TO ORDER

Munday called the meeting to order at 7:02 p.m.

INTRODUCTION OF VISITORS

None

APPROVAL OF MINUTES

Schaefer made the motion to approve the minutes of the January 18th meeting as written. Munday seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Ingram, Munday, Schaefer. The motion carried.

TREASURER'S REPORT

Schaefer gave the Treasurer's Report. As of February 8, 2018, the township account has a balance of \$27,044.61. The trust account has a balance of \$7312.26. Munday made a motion to approve the Treasurer's report. Evans seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Ingram, 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 are distributed:

<u>Type/Account#</u>	<u>Due Date</u>	<u>Investment Value</u>	<u>Interest Rate</u>
CD Longview/0083	3/18/2018	15,000	0.50%
CD Longview/3201	5/17/2018	15,000	1.00%
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%

LIBRARIAN'S REPORT

The written report was submitted by McKinney. McKinney stated used book sale was very successful. When asked about leftover items, McKinney stated that we give the extras to Goodwill and Books to Prisoners. McKinney presented staff evaluations and highlighted some information in her annual report. She also mentioned the thermostat breaking last month and having Lanz replace it. Finally, McKinney asked if any board members would be willing for their home to be on the scavenger hunt list. The scavenger hunt will not say who's homes just give directions to a house or business and ask a question about it. We are trying Senior Citizens Bingo in February and March to see if there is interest.

COMMITTEE REPORTS

Budget & Investments

McKinney presented the FY2019 Proposed Budget. Schaefer will arrange, if necessary, for a budget committee meeting. The next CD comes due in March.

Building & Grounds

No business.

Policy & Planning

No business.

OLD BUSINESS

None

NEW BUSINESS

The board discussed getting security cameras installed. Ingram, Munday and McKinney met with Mike Birt, local certified electrician and he is working up a quote.

ADJOURNMENT

Munday moved to adjourn the meeting. Ingram seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Ingram, Munday, Schaefer. The motion carried. The meeting adjourned at 7:55 p.m. The next meeting is scheduled for Thursday, March 15, 2018 at 7 p.m.

Respectfully submitted,
Shirley Evans, Secretary