

St. Joseph Township-Swearingen Memorial Library Board of Trustees
Minutes of the Thursday, March 15th meeting:

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

CALL TO ORDER

Munday called the meeting to order at 6:59 p.m.

INTRODUCTION OF VISITORS

None

APPROVAL OF MINUTES

Schaefer made the motion to approve the minutes of the February 8th meeting as written. Evans seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Munday, Riegel, Schaefer. The motion carried.

Allen made the motion to approve the minutes of the March 8th Budget Committee meeting as written. Schaefer seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Munday, Riegel, Schaefer. The motion carried.

TREASURER'S REPORT

Schaefer gave the Treasurer's Report. As of March 15, 2018, the township account has a balance of \$11855.95. The trust account has a balance of \$7351.48. Munday made a motion to approve the Treasurer's report. Riegel seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Munday, Riegel, 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:

Type/Account#	Due Date	Investment Value	Interest Rate
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 pointed out some highlights of her report. McKinney gave the board copies of the Chamber Annual Banquet invitation as well as the nomination form for Citizen/Business/Organization of the Year. Reservations are due by April 15th. The Banquet will be April 26th at The Wheelhouse.

COMMITTEE REPORTS

Budget & Investments

McKinney said she had called the State Library and spoke with Asst. Director Greg McCormick about FY2017 per capita grant money. We should have received \$4562.38 last July. It is still unknown when we receive that money or the FY2018 money that McKinney filed the grant form in January. The state budget crisis will continue to affect State Library's funding for the near future.

Schaefer discussed FY2019 Budget. He and the committee presented two budgets: one with no raises and one with a 1.5% increase for staff salaries. Riegel moved to accept the budget with the 1.5% salary increase. Allen seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Munday, Riegel, Schaefer. The motion carried.

Schaefer presented interest rates for the 3 banks for the CD maturing 3/18/18. Longview, where the CD is currently, had the best interest rate of 2.00% for a 20-month CD. Munday moved to keep the money at Longview and make the CD a 20-month for 2.00% interest. Hechler seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Munday, Riegel, Schaefer. The motion carried.

Building & Grounds

McKinney mentioned that there was a sulfur smell (like a match being lit) Monday morning in the workroom. After having the Fire Department investigate, she had Lanz Heating come out and check the furnace. The technician replaced a small part that was starting to go bad and found some small evidence of some ash (possibly from piece of filter that was stuck in January).

Policy & Planning

No business.

OLD BUSINESS

McKinney presented estimate from Mike Birt to install security cameras for approximately \$800. McKinney reminded the board that they could not vote since it was not on the agenda. Board will discuss this next month and decide if policy is needed.

NEW BUSINESS

None

ADJOURNMENT

Munday moved to adjourn the meeting. Hechler seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Munday, Riegel, Schaefer. The motion carried. The meeting adjourned at 7:50 p.m. The next meeting is scheduled for Thursday, April 19, 2018 at 7 p.m.

Respectfully submitted,
Shirley Evans, Secretary