

**St. Joseph Township-Swearingen Memorial Library Board of Trustees
Minutes of the Thursday, October 12th meeting:**

Members present: Darlene Allen, Shirley Evans (Secretary), William Hechler, Rick Ingram, Kathy Munday (President), Meredith Riegel, Andrew Schaefer (Treasurer)
Others present: Susan McKinney (Librarian)
Absent: None

CALL TO ORDER

Munday called the meeting to order at 7:00 p.m.

INTRODUCTION OF VISITORS

None. Munday introduced Rick Ingram, the new board member who was appointed to replace Rigdon.

APPROVAL OF MINUTES

Schaefer made the motion to approve the minutes of the September 21st meeting as written. Munday seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Ingram, Munday, Riegel, Schaefer. The motion carried.

TREASURER'S REPORT

Schaefer gave the Treasurer's Report. As of October 12, 2017, the township account has a balance of \$70,384.68. The trust account has a balance of \$7005.65. Evans made a motion to approve the Treasurer's report. Munday seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Ingram, 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:

<u>Type/Account#</u>	<u>Due Date</u>	<u>Investment Value</u>	<u>Interest Rate</u>
CD Gifford/4664	11/18/2017	15,000	0.35%
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%

LIBRARIAN'S REPORT

The written report was submitted by McKinney. McKinney discussed various programs at the library. McKinney discussed with board their homework for next month's meeting for Per Capita Grant requirements.

COMMITTEE REPORTS

Budget & Investments

Building & Grounds

McKinney received quote from Flooring America to fix the 2 cracks. Ingram moved to accept the bid. Evans seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Ingram, Munday, Riegel, Schaefer. The motion carried. McKinney will notify board of any changes to schedule for work to be completed.

Policy & Planning

Munday would like the committee to meet to discuss overdue fine rates.

OLD BUSINESS

None

NEW BUSINESS

Munday nominated Riegel for Vice President. Evans seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Ingram, Munday, Riegel, Schaefer. The motion carried.

ADJOURNMENT

Munday moved to adjourn the meeting. Evans seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Ingram, Munday, Riegel, Schaefer. The motion carried. The meeting adjourned at 7:34 p.m. The next meeting is scheduled for Thursday, November 16, 2017 at 7 p.m.

Respectfully submitted,
Shirley Evans, Secretary