

**St. Joseph Township-Swearingen Memorial Library Board of Trustees
Minutes of the Thursday, April 20th meeting:**

Members present: Kathy Munday (President Pro-Tem), Meredith Riegel, Geni Roark (Secretary), Andrew Schaefer (Treasurer)

Others present: Shirley Evans, Susan McKinney (Librarian)

Absent: William Hechler, Diane Rigdon

CALL TO ORDER

Munday called the meeting to order at 7:01 p.m.

INTRODUCTION OF VISITORS

Shirley Evans was introduced by Munday and welcomed. She is one of the new incoming board members. She stated that she was excited to be a part of the board.

APPROVAL OF MINUTES

Schaefer made the motion to approve the minutes of the March 16th meeting as written. Riegel seconded it. Roll Call vote: Yes: Munday, Riegel, Roark, Schaefer. The motion carried.

TREASURER'S REPORT

Schaefer gave the Treasurer's Report. As of April 20, 2017, the township account has a balance of \$8,956.72. The trust account has a balance of \$8,365.81. Roark made a motion to approve the Treasurer's report. Munday seconded it. Roll Call vote: Yes: Munday, Riegel, Roark, 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 disbursed:

Type/Account#	Due Date	Investment Value	Interest Rate
CD Gifford/5034	5/9/2017	15,000	0.35%
CD Gifford/5890	7/30/2017	30,000	0.35%
CD Longview/1499	9/18/2017	15,000	0.50%
CD Gifford/4664	11/18/2017	15,000	0.35%
CD Longview/0083	3/18/2018	15,000	0.50%

LIBRARIAN'S REPORT

The written report was submitted by McKinney. McKinney discussed various events happening at the library. McKinney has finished the IPLAR and submitted it to the State Library. We received a letter that we will be receiving our Per Capita Grant in the amount of \$4562.36. McKinney and Munday interviewed candidates for the Clerk II position on April 11th. Ann Vaughen will start on Friday, April 21st. McKinney mentioned that there are webinars on the State Library's web page for Trustees. She will email the link to everyone with email addresses.

COMMITTEE REPORTS

Budget & Investments

Schaefer stated that our next note is due before the May meeting. Roark moved to allow Schaefer to make the decision that is best for the library with our investment in May. Munday seconded. Roll Call vote: Yes: Munday, Riegel, Roark, Schaefer. The motion carried.

Building & Grounds

Terminix finally was able to get rid of the ants. McKinney mentioned the weeding. Riegel said she would try to get to it this weekend.

Policy & Planning

Munday would like the committee to review our fine rates and present something at next month's meeting for increasing our fine rates, at least on books. A discussion of our fine rates and those in the system took place. We're on the high end with DVDs at \$1/day; we're on the low end with books, magazines and kits at 5¢/day. Audiobooks and CDs are 10¢/day.

OLD BUSINESS

None

NEW BUSINESS

The board held election of officers. After some discussion of who was willing to serve, Riegel moved to elect the following slate of officers: Kathy Munday, President; Diane Rigdon, Vice President; Shirley Evans, Secretary; Andrew Schaefer, Treasurer. Schaefer seconded it. Roll Call vote: Yes: Munday, Riegel, Roark, Schaefer. The motion carried.

Munday presented the committee appointments for the coming year:
Budget and Investments: Andrew Schaefer and Shirley Evans
Policy and Planning: Diane Rigdon and Darlene Allen
Building and Grounds: Bill Hechler and Meredith Riegel

As this was her last meeting, Roark stated that she has enjoyed serving on the board and wished everyone well.

ADJOURNMENT

Roark moved to adjourn the meeting. Riegel seconded it. Roll Call vote: Yes: Munday, Riegel, Roark, Schaefer. The motion carried. The meeting adjourned at 7:47 p.m. The next meeting is scheduled for Thursday, May 18, 2017 at 7 p.m.

Respectfully submitted,
Geni Roark, Secretary