

**St. Joseph Township-Swearingen Memorial Library Board of Trustees
Minutes of the Thursday, May 18th meeting:**

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

CALL TO ORDER

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

INTRODUCTION OF VISITORS

None

APPROVAL OF MINUTES

Schaefer made the motion to approve the minutes of the April 20th meeting as written. Riegel seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Riegel, Rigdon, Schaefer. The motion carried.

TREASURER'S REPORT

Schaefer gave the Treasurer's Report. As of May 18, 2017, the township account has a balance of \$667.51. The trust account has a balance of \$6891.76. Riegel made a motion to approve the Treasurer's report. Evans seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Riegel, Rigdon, 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:

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

LIBRARIAN'S REPORT

The written report was submitted by McKinney. McKinney discussed various events happening at the library. McKinney talked about summer reading program events, visiting the grade school and the donations coming into the library for the program. McKinney brought a letter from SJO Painted Rock Group. They would like to place painted rocks in the rock areas of the library for others to find. The board approved this by informal vote. McKinney had a new staff/board address page in the packet for everyone. McKinney reminded everyone that address information is protected and not subject to FOIA. McKinney included in the packet a copy of the letter received from the village about the TIF district meeting on Tuesday, May 23rd at 6 p.m. There was some discussion of TIF districts pros and cons.

COMMITTEE REPORTS

Budget & Investments

Schaefer acting with approval of the board from the April meeting has moved the \$15,000 CD due 5/9/17 from Gifford to Longview because of the interest increase. The next note is due in July so Schaefer will discuss it at the June meeting.

Building & Grounds

Riegel was starting to clean up weeds and found out she has a back problem. Hechler said he would assist in the weeding and trim some of the trees and shrubs as well. McKinney mentioned that Simply Plumbing came to adjust the water fountain water level and water coldness.

Policy & Planning

The policy committee will meet sometime this summer to bring their recommendation to the September meeting. McKinney will post when the meeting is scheduled.

OLD BUSINESS

None

NEW BUSINESS

McKinney mentioned that usually the board gives a \$40 gift card to the outgoing board member if they choose. Evans moved to give a \$40 gift card to Roark for her service on the board. Riegel seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Riegel, Rigdon, Schaefer. The motion carried.

ADJOURNMENT

Hechler moved to adjourn the meeting. Riegel seconded it. Roll Call vote: Yes: Allen, Evans, Hechler, Riegel, Rigdon, Schaefer. The motion carried. The meeting adjourned at 7:37 p.m. The next meeting is scheduled for Thursday, June 15, 2017 at 7 p.m.

Respectfully submitted,
Shirley Evans, Secretary