

**St. Joseph Township-Swearingen Memorial Library Board of Trustees  
Minutes of the Thursday, April 14, 2022 meeting:**

*Members present:* Carol Emmerling-DiNovo, William Hechler (Vice President), Rick Ingram, Jessica Kerner (Secretary), Kathy Munday (President), Andrew Schaefer (Treasurer)  
*Others present:* Susan McKinney (Librarian)  
*Absent:* Darlene Allen

**CALL TO ORDER**

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

**INTRODUCTION OF VISITORS**

Tom Hancock, State Farm, to go over Renewal declarations for the Business Owner policy, Worker's Comp policy, Fidelity Bond, and Not-for-Profit Liability policy.

**APPROVAL OF MINUTES**

Ingram moved to approve the minutes of the March 10<sup>th</sup> meeting as written. Emmerling seconded it. Roll Call vote: Yes: Emmerling, Hechler, Ingram, Kerner, Munday, Schaefer. The motion carried.

**TREASURER'S REPORT**

Schaefer gave the Treasurer's Report. As of April 14, 2022, the Busey accounts are closed. The Gifford Township account has a balance of \$46396.44. The Gifford trust account has a balance of \$9205.91. Kerner moved to approve the Treasurer's report. Hechler seconded it. Roll Call vote: Yes: Emmerling, Hechler, Ingram, Kerner, 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:

Type/Account#	Due Date	Investment Value	Interest Rate
CD Gifford/8575	7/30/2022	30,000	0.55%
CD Longview/4641	8/24/2022	15,000	0.25%
CD Longview/1499	9/18/2022	15,000	0.25%
CD Gifford/8326	11/18/2022	15,000	0.55%
CD Longview/3254	11/22/2023	15,000	0.35%

**LIBRARIAN'S REPORT**

McKinney submitted her written report. McKinney will be out of the library April 21-23 and May 12-14. Bounce House and Mobile Scovill Zoo booked for Summer Reading Program party. Junior Librarians orientations have been scheduled. McKinney will be sending SRP flyer to grade/middle school by email in the next 2 weeks.

**COMMITTEE REPORTS**

**Budget & Investments**

None

**Building & Grounds**

Wasp Traps are hanging for the year.

**Policy & Planning**

Emmerling moved to change the wording in the policy, under Clerk II from "to man" to "to staff". Ingram seconded it. Roll Call vote: Yes: Emmerling, Ingram, Kerner, Munday, Schaefer. No: Hechler. The motion carried.

**OLD BUSINESS**

**COVID and Library Services**

There have been no complaints about the mask mandate or hours of operation. No changes should be made at this time.

**Insurance**

Discussion was had on looking at a higher deductible after Insurance Audit with Tom Hancock. McKinney will get quotes for \$1000, \$1500, \$2000, \$2500 deductibles from Tom Hancock, State Farm Insurance.

Munday moved to spend funds to make head shots of employees to hang on the wall. Emmerling seconded it. Roll Call vote: Yes: Emmerling, Hechler, Ingram, Kerner, Munday, Schaefer. The motion carried.

**NEW BUSINESS**

Township is being audited by IMRF, McKinney and McElroy will be providing information to township for audit.

**ADJOURNMENT**

Schaefer moved to adjourn the meeting. Munday seconded it. Roll Call vote: Yes: Emmerling, Hechler, Ingram, Kerner, Munday, Schaefer. The motion carried. The meeting adjourned at 8:03 p.m. The next meeting is scheduled for Thursday, May 19, 2022 at 7 p.m.

Respectfully submitted,

Jessica Kerner, Secretary