

**St. Joseph Township-Swearingen Memorial Library Board of Trustees
Minutes of the Thursday, February 10, 2022 meeting:**

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

CALL TO ORDER

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

INTRODUCTION OF VISITORS

No Visitors

APPROVAL OF MINUTES

Ingram moved to approve the minutes of the January 20th meeting as written. Schaefer seconded it. Roll Call vote: Yes: Hechler, Ingram, Kerner, Munday, Schaefer. The motion carried.

TREASURER'S REPORT

Schaefer gave the Treasurer's Report. As of February 10, 2022, the Busey township account has a balance of \$7787.99. The Busey trust account has a balance of \$1,738.51. The Gifford Township account has a balance of \$70257.80. The Gifford trust account has a balance of \$7427.35. Ingram moved to approve the Treasurer's report. Kerner seconded it. Roll Call vote: Yes: 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 February 15-21. Circulation is comparable to pre-COVID. Loaned items are higher than received. 8 were here for Bingo on January 31st. 4 visitors were here for storytime. Winter Book Sale made \$533.25. McKinney is transitioning Shelby's SRP projects to other staff members. MxKinney submitted her annual report. McKinney went over staff evaluations. McKinney also submitted Shelby's resignation. Workroom computer was making noises so McKinney took it to Fyx-it for repairs. The hard drive was dying and she is having it replaced.

COMMITTEE REPORTS

Budget & Investments

McKinney went over the FY2023 proposed budget and highlighted changes she had made. Budget committee will meet before the March meeting.

Building & Grounds

No Report

Policy & Planning

No Report

OLD BUSINESS

COVID and Library Services

Mask mandate is changing on February 28th and power is given to local government entities. Hechler moved to go back to masks preferred but not required but keep 1 hour time limit. Munday seconded it. Roll Call vote: Yes: Hechler, Ingram, Kerner, Munday, Schaefer. The motion carried. This will be reviewed later according to events.

Bank Accounts

Busey Checking still has one check outstanding. The person says he deposited it last week. We will discuss closing Busey accounts at March meeting. We are still waiting to hear on the credit card application from Gifford. McKinney will check on Friday regarding status.

Insurance

Deferred until April meeting.

NEW BUSINESS

McKinney plans to post the clerk position and hopes to have someone by early March. Applications are due February 25th. It will be posted online and on the door. Board approved McKinney to post job.

ADJOURNMENT

Hechler moved to adjourn the meeting. Kerner seconded it. Roll Call vote: Yes: Hechler, Ingram, Kerner, Munday, Schaefer. The motion carried. The meeting adjourned at 7:55 p.m. The next meeting is scheduled for Thursday, March 10, 2022 at 7 p.m.

Respectfully submitted,
Jessica Kerner, Secretary