

**St. Joseph Township-Swearingen Memorial Library Board of Trustees
Minutes of the Thursday, June 24th meeting:**

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

CALL TO ORDER

Munday called the meeting to order at 6:57 p.m.

INTRODUCTION OF VISITORS

None present

APPROVAL OF MINUTES

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

TREASURER'S REPORT

Schaefer gave the Treasurer's Report. As of June 24, 2021, the township account has a balance of \$50423.22. The trust account has a balance of \$8,508.73. Munday moved to approve the Treasurer's report. Emmerling seconded it. Roll Call vote: Yes: Emmerling-DiNovo, Hechler, Ingram, 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/8267 | 7/30/2021 | 30,000 | 0.50% |
| CD Longview/4641 | 8/24/2021 | 15,000 | 0.60% |
| CD Longview/1499 | 9/18/2021 | 15,000 | 0.40% |
| CD Gifford/8326 | 11/18/2021 | 15,000 | 0.50% |
| CD Longview/3254 | 11/22/2021 | 15,000 | 1.34% |

LIBRARIAN'S REPORT

The written report was submitted by McKinney. We received word that our Per Capita Grant was approved. We will receive \$8667.10. McKinney will be out of state June 29-July 13. Summer Reading Program began June 7th. It's almost at Pre-COVID levels. McKinney would like to restart library programming in September, mainly Story Time and Senior Citizens Bingo. McKinney will also talk to Mr. Luther about a Gardening Program and Mr. O'Brien about the Typewriter Petting Zoo. There will be a Used Book Sale starting August 2nd.

COMMITTEE REPORTS

Budget & Investments

By our next meeting, 2 CDs will mature. Munday moved to authorize Schaefer to renew these. Emmerling seconded it. Roll Call vote: Yes: Emmerling-Dinovo, Hechler, Ingram, Munday, Schaefer. The motion carried.

Building & Grounds

The wood fence around the AC unit has a loose picket that needs to be reattached. Hechler offered to repair it. The sink was removed!

Policy & Planning

Juneteenth became a law five days before the day. We remained open. Hechler moved to be open on Juneteenth. Ingram seconded it. Roll Call vote: Yes: Emmerling-Dinovo, Hechler, Ingram, Munday, Schaefer. The motion carried.

OLD BUSINESS

The board discussed COVID time limits and number of people allowed in library. McKinney's caveats: We are open; make sign "Masks Preferred."; Staff will carry masks and wear them if a patron requests it; Continue curbside service; 60 minute time limit (instead of 30 minutes). Ingram moved to accept the above rules. Emmerling seconded it. Roll Call vote: Yes: Emmerling-DiNovo, Hechler, Kerner, Munday, Schaefer. Ingram abstained. The motion carried.

NEW BUSINESS

The library has been contacted to have a permanent ballot box installed on the library property by the County Clerk's office. The board discussed location of said box. Emmerling moved to allow it. Munday seconded it. Roll Call vote: Yes: Emmerling-Dinovo, Hechler, Ingram, Munday, Schaefer. The motion carried.

McKinney discussed the library's participation in the Non-Resident Card program. It is time for the board to decide for the next year. We currently sell the cards for \$70/year per family. That fee is still appropriate according the formula. The formula gives us an amount of \$69.66. Next year, we will probably have to consider raising the fee due to new census numbers being available. Hechler moved to continue to participate. Schaefer seconded it. Roll Call vote: Yes: Emmerling-Dinovo, Hechler, Ingram, Munday, Schaefer. The motion carried.

ADJOURNMENT

Hechler moved to adjourn the meeting. Munday seconded it. Roll Call vote: Yes: Emmerling-DiNovo, Hechler, Ingram, Munday, Schaefer. The motion carried. The meeting adjourned at 7:56 p.m. The next meeting is scheduled for Thursday, September 16, 2021 at 7 p.m.

Respectfully submitted,
Carol Emmerling-DiNovo, Secretary Pro-Tem