

**St. Joseph Township-Swearingen Memorial Library Board of Trustees
Minutes of the Thursday, September 16th meeting:**

Members present: Darlene Allen, Carol Emmerling-DiNovo, William Hechler (Vice President), Rick Ingram, Jessica Kerner (Secretary), Kathy Munday (President), Andrew Schaefer (Treasurer)
Others present: Susan McKinney (Librarian)
Absent: None

CALL TO ORDER

Munday called the meeting to order at 7:04 p.m.

INTRODUCTION OF VISITORS

None present

APPROVAL OF MINUTES

Schaefer moved to approve the minutes of the June 24th meeting as written. Emmerling seconded it. Roll Call vote: Yes: Allen, Emmerling-DiNovo, Hechler, Ingram, Kerner, Munday, Schaefer. The motion carried.

TREASURER'S REPORT

Schaefer gave the Treasurer's Report. As of September 16, 2021, the township account has a balance of \$64094.64. The trust account has a balance of \$8,708.07. Emmerling moved to approve the Treasurer's report. Kerner seconded it. Roll Call vote: Yes: Allen, Emmerling-DiNovo, 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 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%
CD Gifford/8575	7/30/2022	30,000	0.55%
CD Longview/4641	8/24/2022	15,000	0.25%

LIBRARIAN'S REPORT

McKinney will be out of state October 7-9. She will be out of town October 14-16. Summer Reading Program ended July 10th. The August book sale made \$416.47. McKinney has scheduled Story Time, Senior Citizens Bingo, 2 Master Gardener talks (Sept 25 and Oct 2) and an author talk (Oct 4). Story Time started this week but no one showed up. Wits Wellness started on September 2nd and there are 4 participants this fall. The 3rd Annual IHLS Library Crawl will be Sept 27 to Oct 17. McKinney has been working IEMA to schedule 2 COVID Vaccine Clinics on Monday October 18th and November 15th, 1 to 7 pm. McKinney stated that Ravae and Shelby wanted to switch some hours around. Ravae wanted to reduce her hours and Shelby wanted to increase her hours.

COMMITTEE REPORTS

Budget & Investments

Schaefer stated that we have a CD maturing on 9/18/21. Schaefer moved to leave it at Longview and renew it for 12 months at .25%. Munday seconded it. Roll Call vote: Yes: Allen, Emmerling-DiNovo, Hechler, Ingram, Kerner, Munday, Schaefer. The motion carried.

Building & Grounds

McKinney thanked Hechler for repairing the fence around the AC. Bathroom urinal still needs repaired. McKinney will call Simply Plumbing again. Mike Birt will be in to replace ballast in men's bathroom. Hechler will take care of the tree soon.

Policy & Planning

Nothing

OLD BUSINESS

There have been no arguments about reinstating mask requirements. McKinney would like to keep the hour time limit as long as masks are required. She would also like to keep the bathroom restrictions in place with one exception: program attendees may use the bathroom. Board approved McKinney allowing program attendees to use restrooms.

The attorney has reviewed the Intergovernmental agreement with Champaign County about the Ballot Drop Box. Michelle at the County office is getting the finalized IGA prepared to email McKinney for signatures. The next primary is in June.

NEW BUSINESS

Busey Bank is closing the local branch. The board discussed the local options for checking accounts and lockbox. It was suggested that the board have a special meeting on September 30th at 7 p.m. to vote on the banking situation. Several board members recommended that the library not consider Busey as an option.

The board discussed Chapters 1-4 in "Serving Our Public 4.0". The board did not see any significant issues that needed to be addressed.

Ingram asked McKinney to investigate an insurance rider for the tiger skin. McKinney will have some information by the next meeting.

The board approved the changes to the staffing hours.

Emmerling moved to have a meeting on September 30th at 7 p.m. to vote on moving the checking accounts and lockbox. Munday seconded it. Roll Call vote: Yes: Allen, Emmerling-DiNovo, Hechler, Ingram, Kerner, Munday, Schaefer. The motion carried.

ADJOURNMENT

Ingram moved to adjourn the meeting. Munday seconded it. Roll Call vote: Yes: Allen, Emmerling-DiNovo, Hechler, Ingram, Kerner, Munday, Schaefer. The motion carried. The meeting adjourned at 8:14 p.m. The next meeting is scheduled for Thursday, September 30, 2021 at 7 p.m.

Respectfully submitted,
Jessica Kerner, Secretary