

River Valley District Library  
Board of Trustees  
January 23rd, 2023

- I. Approval of the Agenda- President Anna Cortez called the meeting to order at 5:30. Other board trustees present: Vicky Buss, Emily Riewerts, Savannah Daugherty and Secretary Jill Schutts. Director Teri Schwenneker, Auditor Dave Gosse, Librarian Kathy Peschang, Cordova Library Director Karen Lonergan and citizen David Failing also attended. Trustees Linda Lee Tucker and Val Pennock were absent.

Anna Cortez made a motion to add *action* to agenda item XI, Cordova Library Discussion, and to add accepting Val Pennock's resignation to New Business. The motion passed unanimously.

- II. Audit Presentation- Auditor Dave Gosse from accounting firm Carpentier, Mitchell, Goddard Company, LLC, presented the library's audit with a clean Board Communication Letter. The one sufficient deficiency noted was of segregation of duties in the cash disbursement cycle.
- III. Minutes December 12, 2022- Jill made a motion to accept the minutes that had been written by Anna with the addition of listing absent trustees and noting who acted as Secretary. The motion passed unanimously.
- IV. Financial Reports- were reviewed and filed for comment.
- V. Public Comments- None.
- VI. Director's Report- Savannah made a motion accept the director's report as written. The motion passed unanimously. No programming report.
- VII. Committee Reports-  
**Finance** met to discuss CD investment strategies.  
**Building and Maintenance** did not meet.  
**Planning** held planning retreat with strategic planner Amanda Standerfer for staff and for the board.  
They will soon set another meeting to address reporting circulation statistics to the board.  
**Policy** did not meet. There was a suggestion for the whole board to review a few pages of policy each month.

## NEW BUSINESS

- VIII. Library Closing Dates- Emily made a motion to accept the 2023 Closing Dates as presented. The motion passed unanimously.
- XI. Investment Strategies- The library currently has \$52,000 in CDs at an interest rate of .68%. Current rates run as high as 4%. Savannah made a motion to take the existing CDs out and reinvest them, and to break the special reserve and general fund apart, placing the special reserve into a savings account. The motion passed unanimously.

- X. Treasurer's Report for Filing- the audit will be available for publication.
- IX. Val Pennock's Resignation- Val has resigned from the board. The vacancy will be posted per library policy.

#### ONGOING BUSINESS

- XII. Cordova Library Progress- Emily made a motion to approve the legal transfer of properties in Sunset Addition and at the South end of 2nd Street in Cordova back to the Cordova Library District. The motion passed unanimously by roll call vote: Emily- aye, Vicky-aye, Savannah- aye, Anna,- aye, Jill-aye.
- XIII. Library Board Education- Reviewed assigned reading, chapter 5 from Trustee Facts File, Policymaking, which recommends reviewing all policy every 3 years. February's reading assignment is chapter 6 in Trustee Facts File.
- XVI. Closed Session- none.
- XV. Other- Vicky Buss is appointed as Vice President, filling the vacancy left by Val.
- XVI. Adjournment- Anna motioned to adjourn at 6:43. The motion passed unanimously.