

**Jefferson Township Public Library**  
**Trustee Meeting - Agenda**  
**April 18, 2023**

**Proposed Agenda for April 18, 2023**

**Call to order:** Meeting Opened At:

**Announcement of Sunshine Compliance:**

This regular meeting for Tuesday, April 18, 2023, commencing at 4:00pm has been properly noticed in accordance with the Open Public Meetings Act.

**Role call:**

Rose Lange ( via Zoom), Carol Punturieri (Mayor's Rep), Jeanne Howe (or sub), Anne Augustyn, Sheila Brown,, Frank Bagnati, Christine Williams, Margaret Holbrook, Michael Stewart

**Approval of agenda:**

**Approval of minutes of previous meeting:** March 21, 2023

**Treasurer's report:**

**Bills to be approved for payment:**

**Public portion of the meeting:**

**Correspondence:**

**Reports of officers, director and standing committees:**

**Old Business:** Trustee statement on Book Banning  
Landscape design - interest in a multi-year phase project

**New Business:**

**Closed Session:**

**Announcements:**

**Confirm next regular meeting date:** Tuesday, May 16, 2023 at 4:00pm\*. ( The May meeting may be earlier in the month depending on the deadline for the Scholarship recipients)

**Adjournment:**

## June 21, 2022 Meeting Minutes

The meeting was called to order at 4:00 p.m. by Christine Williams.

The trustees recognized retiree, Diane Hess, and scholarship nominee, Erica Wooster.

### Roll Call

Absent	Rose Lange
Present	Linda Padula
Virtual	Jeanne Howe
Present	Anne Augustyn
Present	Sheila Brown
Present	Frank Bagnati
Present	Christine Williams
Present	Margaret Holbrook
Present	Michael Stewart

A motion was made by Sheila Brown to approve the agenda and was seconded by Anne Augustyn:

Absent	Rose Lange
Yea	Linda Padula
Yea	Jeanne Howe
Yea	Anne Augustyn
Yea	Sheila Brown
Yea	Frank Bagnati
Yea	Christine Williams
Yea	Margaret Holbrook
Yea	Michael Stewart

A motion was made by Margaret Holbrook to approve the minutes from May 17, 2022 and was seconded by Michael Stewart:

- A correction was noted to reflect the change in date of the next meeting to June 21, 2022.

Absent	Rose Lange
--------	------------

Yea	Linda Padula
Yea	Jeanne Howe
Yea	Anne Augustyn
Yea	Sheila Brown
Yea	Frank Bagnati
Yea	Christine Williams
Yea	Margaret Holbrook
Yea	Michael Stewart

A motion was made by Linda Padula to approve the treasurer's report and was seconded by Michael Stewart:

- Anne Augustyn reviewed the current statement.

Absent	Rose Lange
Yea	Linda Padula
Yea	Jeanne Howe
Yea	Anne Augustyn
Yea	Sheila Brown
Yea	Frank Bagnati
Yea	Christine Williams
Yea	Margaret Holbrook
Yea	Michael Stewart

A motion was made by Margaret Holbrook to approve the bills for payment and was seconded by Sheila Brown:

Absent	Rose Lange
Yea	Linda Padula
Yea	Jeanne Howe
Yea	Anne Augustyn
Yea	Sheila Brown
Yea	Frank Bagnati

Yea	Christine Williams
Yea	Margaret Holbrook
Yea	Michael Stewart

### **Public Comments**

There were no public comments.

### **Correspondence**

There were no communications to report.

### **Director's Report**

- Two new staff members will begin over the summer.
- Mr. Stephens shared the location of the natural gas line. The Township building inspector was consulted and advised against the construction of an additional door in the currently proposed location. Mr. Stephens will meet with Mr. Bagnati and Mr. Stewart to further review and discuss.
- The library has secured a new firm to provide legal services. Their fee is \$55 more per hour than the previous counsel's rate.
- There were 450 surveys returned by the community. Mr. Stephens will reach out to set up meetings with individual trustees to discuss the library's strategic plan.
- The legacy project is progressing. There are grants available for digital literacy that may be applied for.

### **New Business**

- A motion was made by Michael Stewart to approve bills not to exceed \$120,000 for payroll and other minor miscellaneous expenses over the summer and was seconded by Sheila Brown:

Absent	Rose Lange
Yea	Linda Padula
Yea	Jeanne Howe
Yea	Anne Augustyn
Yea	Sheila Brown
Yea	Frank Bagnati
Yea	Christine Williams
Yea	Margaret Holbrook
Yea	Michael Stewart

- Mr. Stephens will present the trustees with a draft policy for Notary services at the September meeting.
- Ms. Augustyn asked for a report on the programs and how many community members attended.
- The next meeting will be held on Tuesday, September 20, 2022 at 4:00 p.m.

A motion was made by Michael Stewart to adjourn the meeting and seconded by Linda Padula:

Absent	Rose Lange
Yea	Linda Padula
Yea	Jeanne Howe
Yea	Anne Augustyn
Yea	Sheila Brown
Yea	Frank Bagnati
Yea	Christine Williams
Yea	Margaret Holbrook
Yea	Michael Stewart

Respectfully Submitted,  
Jeanne Howe

