Jefferson Township Public February 16,2019

## Meeting of: January 15, 2019

**Announcement of Sunshine Compliance:** This regular meeting for Tuesday, January 15, 2019 commencing at 4:00 P.M. has been properly noticed in accordance with the Open Public Meetings Act.

#### **Roll Call of Trustees:**

Anne Augustyn, Frank Bagnati, Bill Craig Sr., Margaret Holbrook, Rose Lange, Jeanne Howe, Michael Stewart-4:20, Lary Wasserman-Excused, Christine Williams, Seth Stephens-Library Director.

#### **Roll Call of Trustees:**

	Yes	Absent/Excused
Anne Augustyn	x	
Frank Bagnati	X	
Bill Craig Sr.	X	
Margaret Holbrook	X	
Rose Lange	X	
Michael Stewart	X	
Jeanne Howe	X	
Christine Williams	X	
Lary Wasserman		X
Seth Stephens-Library Director	non- voting	

**Approval of Agenda:** Motion to approve agenda was made by Rose with 2nd by Frank and approved as follows

	Yes		NO	Absent/Excused
Anne Augustyn	$\boldsymbol{\mathcal{X}}$			
Frank Bagnati	X			
Bill Craig Sr.		$\mathcal{X}$		
Margaret Holbrook	X			
Rose Lange	X			
Michael Stewart	X			
Jeanne Howe	X			
Lary Wasserman				X
Christine Williams	X			
Seth Stephens-Library Director	non- voting			

Approval of Minutes from Last Meeting: Motion to approve made by Rose with 2nd by Frank and approved as follows:

Yes NO Absent/Excused

	Yes		NO	Absent/Excused
Anne Augustyn	$\boldsymbol{\mathcal{X}}$			
Frank Bagnati	X			
Bill Craig Sr.		X		
Margaret Holbrook	X			
Rose Lange	X			
Michael Stewart	X			
Jeanne Howe	X			
Lary Wasserman				$\boldsymbol{\mathcal{X}}$
Christine Williams	X			
Seth Stephens-Library Director	non- voting			

**Treasurer's Report**: Read by Frank. A motion to approve made by Peg with 2nd by Rose & approved as follows:

# JEFFERSON TOWNSHIP PUBLIC LIBRARY: BALANCE SHEET AS OF 12/31/18

Cash Drawer	\$ 30.00	
Statement Savings (990500479)	\$ 207,438.1	7
Checking Account (553006674)	\$ 1,000.	00
Petty Cash (553006666)	\$ 217.60	
Other	\$	0.00
Total Cash	\$ 208,685.7	7

		Yes	NO	Absent/Excused
Anne Augustyn	X			
Frank Bagnati	$\boldsymbol{x}$			
Bill Craig Sr.		х	<del>.</del>	
Margaret Holbrook	$\boldsymbol{\mathcal{X}}$			
Rose Lange	$\boldsymbol{\mathcal{X}}$			
Michael Stewart	$\boldsymbol{\mathcal{X}}$			
Jeanne Howe	$\boldsymbol{\mathcal{X}}$			
Lary Wasserman				$\boldsymbol{x}$
Christine Williams	$\boldsymbol{x}$			
Seth Stephens-Library Director	non- vo	oting		

**Bills to be approved for payment:** Motion to approve bills for payment made by Bill with 2nd Anne and approved as follows:

	Yes		NO	Absent/Excused
Anne Augustyn	X			
Frank Bagnati	$\mathcal{X}$			
Bill Craig Sr.		$\boldsymbol{\mathcal{X}}$		
Margaret Holbrook	$\boldsymbol{x}$			
Rose Lange	$\boldsymbol{x}$			
Michael Stewart	$\boldsymbol{x}$			
Jeanne Howe	$\boldsymbol{x}$			
Lary Wasserman				X
Christine Williams	$\boldsymbol{x}$			
Seth Stephens-Library Director	non- voting			

**Public Portion & Guests**: Jay Dunham, Bob Birmingham. Jay and Bob noted that there was a fatal accident last evening and is still under investigation also reported that the Library was noted for the completion of the Portico Project on schedule in December 2018.

## **Correspondence: NA**

**Reports of director, officers, and standing committees:** Seth sends a Director's report to the Mayor, Council and Trustees etc. each month but Seth noted that he and Michael met with our new Mayor Eric Wilsusen on 1/10/19 on Library issues, Trustee appointments etc. Seth also reported that there was some leaks in the roofing/gutters which the contractor looked at and appears to have resolved the problem but recommended a new liner for insertion in the gutter to totally resolve the issue at an estimated cost of \$8,000. After some discussion, a motion was made by Rose with a 2nd by Anne to approve not more than \$8000 for gutter repair, as recommended by the contractor, by inserting a liner. Approved by all as follows:

	Yes		NO	Absent/Excused
Anne Augustyn	X			
Frank Bagnati	X			
Bill Craig Sr.		$\boldsymbol{x}$		
Margaret Holbrook	X			
Rose Lange	X			
Michael Stewart	X			
Jeanne Howe	X			
Lary Wasserman				X
Christine Williams	X			
Seth Stephens-Library Director	non- voting			

**COMMITTEES:** 

Personnel: Finance: .
Bylaws:

**Building & Grounds:** Fund Raising/Friends:

**Mission Statement Committee:** 

Policy Review: Scholarships:

### **Old Business:**

**Election of Officers:** The slate of new officers for election was read consisting of all current officers with one change namely Anne Augustyn, Trustee will assume additional responsibility as Treasurer (Thank you Frank for all your service as the past Treasurer and continued service as a member of the Board). All nominees agreed to serve and officers for 2019 include: President: Michael Stewart; Vice President: Christine Williams; Secretary: Bill Craig; Treasurer: Anne Augustyn. The Secretary cast one vote for their election which was approved by all as follows:

Yes	NO	Absent/Excu	ised	
Anne Augustyn		$\boldsymbol{\mathcal{X}}$		
Frank Bagnati		X		
Bill Craig Sr.			X	
Margaret Holbrook		X		
Rose Lange		X		
Michael Stewart		X		
Jeanne Howe		X		
Lary Wasserman				$\boldsymbol{x}$
Christine Williams		X		
Seth Stephens-Librar	y Director	non- voting		

#### **New Business**

2019 Salary Plan Review and Recommendations: Seth distributed recommendations for the 2019 salary increases to all Trustees for review at the next Trustee Meeting.

**Closed Session:** NA

**Announcements:** NA

Next Meeting: February 19, 2019 at 4:00 PM.

**Adjournment:** 4:53 PM motion made by

Respectfully Submitted By:

Bill Craig