

Jefferson Township Public Library

February 15, 2020

Meeting of: January 21, 2020

Announcement of Sunshine Compliance: This regular meeting for Tuesday, January 21, 2020 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, Roger Jenks for Jeanne Howe, Michael Stewart, Lary Wasserman-excused, Christine Williams, Seth Stephens-Library Director.

Role Call of Trustees:

	Yes	Absent/Excused
AnneAugustyn	x	
Frank Bagnati	x	
Bill Craig Sr.	x	
Margaret Holbrook	x	
Rose Lange	x	
Jeanne Howe	x	
Christine Williams	x	
Lary Wasserman		x
Seth Stephens-Library Diorector	x	

Approval of Agenda: Motion to approve made by Christine with 2nd by Rose and approved as follows:

	Yes	No/Abstain	Absent
AnneAugustyn	x		
Frank Bagnati	x		
Bill Craig Sr.	x		
Margaret Holbrook	x		
Rose Lange	x		
Jeanne Howe	x		
Christine Williams	x		
Lary Wasserman		x	
Seth Stephens-Library Diorector	x		

Approval of Minutes of previous meeting: Motion to approve was made by Rose with 2nd by Christine and approved as follows:

	Yes	No/Abstain	Absent
AnneAugustyn	x		
Frank Bagnati	x		
Bill Craig Sr.	x		
Margaret Holbrook	x		

Rose Lange	x	
Jeanne Howe	x	
Christine Williams	x	
Lary Wasserman		x
Seth Stephens-Library Diorector	x	

Treasurer's report: Read by Anne. Motion to the approve made by Peg with 2nd by Frank and approved as follows:

JEFFERSON TWP PUBLIC LIBRARY BALANCE SHEET AS OF 12/31/2019

Cash Drawer	\$	30.00	
Statement Savings 990500479		\$252,832.65	
Checking Account 553006674	\$	1,000.00	
Petty Cash	\$	242.39	
Total Cash		\$254,105.04	
	Yes	No/Abstain	Absent

AnneAugustyn	x	
Frank Bagnati	x	
Bill Craig Sr.	x	
Margaret Holbrook	x	
Rose Lange	x	
Jeanne Howe	x	
Christine Williams	x	
Lary Wasserman		x
Seth Stephens-Library Diorector	x	

Bills to be approved for payment: Motion to approve payment of bills made by Christine with 2nd by Peg approved as follows:

	Yes	No/Abstain	Absent
AnneAugustyn	x		
Frank Bagnati	x		
Bill Craig Sr.	x		
Margaret Holbrook	x		
Rose Lange	x		
Jeanne Howe	x		
Christine Williams	x		
Lary Wasserman			x
Seth Stephens-Library Diorector	x		

Public Portion of Meeting and Guests: Bob Birmingham; Chris Kabshura

Correspondence: NA

Reports of Director, Officers & Standing Commettes:

Seth sends a Director's report to Mayor, Council, Trustees, Library Staff etc. each month but noted that the Faxline issues have been fixed. Seth also shared with Trustees the work he has been

doing on "Biblioboard" which creates collections of local material that are unique to Jefferson e.g. historical postcards; artwork from residents etc.

Anne mentioned ice seems to be accumulating at bottom of front steps again and Seth agreed to meet with the contractor on the issue.

Michael said consideration is still underway to address a potential security/exit issue on the East side of the building. More discussion and proposal to follow.

Old Business:

-Gazebo Concert Funding: Seth reviewed the request for the Library to continue sponsoring Summer Gazebo Concerts. Trustees basically agreed but would like to see more PR and during concert announcements of Library programs and services as part of our sponsorships.

-Scholarship Application Entry Form: Form and essay eligibility need updating plus consideration and eligibility open to Jefferson Residents attending High Schools other than Jefferson HS.

New Business:

-2020 Holiday Schedule: Schedule same as in the past presented to Trustees for review and approved.

-Personnel Committee Meeting: Seth requested a meeting be set up with the committee-Christine, Peg, Rose- and a date of 1/28/20 11AM was proposed.

-Annual Staff Salary Plan with proposed increases which takes into consideration the Library being in compliance with the minimum salary regulations to be in place by 2024.

Some discussion on issues to be considered as this legislation moves forward, staff changes over the years etc. but Christine made a motion to approve the proposal with a 2nd by Rose and approved as follows:

	Yes	No/Abstain	Absent
AnneAugustyn	x		
Frank Bagnati	x		
Bill Craig Sr.	x		
Margaret Holbrook	x		
Rose Lange	x		
Jeanne Howe	x		
Christine Williams	x		
Lary Wasserman			x
Seth Stephens-Library Director	x		

Closed Session: NA

Announcements: NA

Confirm next regular meeting: Next Meeting Tuesday, February 18, 2020 at 4:00 PM

Adjournment: at 5:30 PM a motion to close the meeting was made by Christine with a 2nd by Rose and approved as follows:

	Yes	No/Abstain	Absent
AnneAugustyn	x		

Frank Bagnati	x	
Bill Craig Sr.	x	
Margaret Holbrook	x	
Rose Lange	x	
Jeanne Howe	x	
Christine Williams	x	
Lary Wasserman		x
Seth Stephens-Library Diorector	x	

Respectfully Submitted: Bill Craig, Sr.