

Jefferson Township Public Library  
May 1 2020  
**Meeting of:** April 14; 2020

**Announcement of Sunshine Compliance:** This regular meeting for Tuesday, April 14, 20020 commencing at 11:00 A.M. has been properly noticed in accordance with the Open Public Meetings Act.. (Note: due to the Corona Virus Restrictions this was an online meeting)

**Roll Call of Trustees:**

Anne Augustyn, Frank Bagnati, Bill Craig Sr., Margaret Holbrook  
Rose Lange, Jeanne Howe-excused , Michael Stewart, Lary Wasserman, Christine Williams, Seth Stephens-Library Director. \*\*\*As noted above this was an online meeting. I noted a total of 13 attendees on line including Trustees; Staff and Township representatives. I had some difficulty following some areas but captured items as best I could. I do not think there are any major omissions and apologize if I did' e.g. all categories were noted but I apparently in some areas I did not note or record the names of who made the motion and who 2<sup>nd</sup>.\*\*\*

**Approval of Agenda:**

**Approval of Minutes of previous meeting:** Minutes from meeting of February 18, 2020 were submitted prior to the March meeting which was cancelled but not attached to the agenda for this meeting.

**Treasurer's report:** Balance of 3/31/2020 read by and Seth he noted some incomplete data and he will supply a complete report as soon as it is available. Motion to Approve made by Bill with 2<sup>nd</sup> by Christine.

**Bills to be approved for payment:**

**Public Portion of Meeting and Guests:** Sandy Cale; Jay Dunham; Bob Birmingham

**Correspondence:**

NA

**Reports of Director, Officers & Standing Committees:** Seth sends his full Directors report to TWP Mayor, Council and Staff but reported that during this period staff is coming in a few hours per day with separate work space and following all guidelines for safe environment. They are working on inventory and working with residents to help answer questions, provide requested items for pickup. As anticipated the AARP program for Tax Aide was cancelled. Seth and Library staff should be commended for the services that are providing.

Jay and Seth briefly reviewed the Township Discussion and Ordinance regulating parking in the municipal complex parking lot. The ordinance exempts anyone parking in the lot for "Library Business" from the regulations. Also, Bob noted that the Township Budget meeting was being conducted tomorrow evening.

Anne asked about the status of replacing the Library Marquee Sign with a proposal by Seth to replace it with an new Digital Sign . At present Seth is assembling additional information

including price quotes, etc.,

**Old Business:**

**-Review of Payment for Library Staff Accumulated Sick Time Policy:** Seth reviewed the recommendation for a revised policy which included resolutions and clarifications of prior questions and concerns of Trustees. After considerable discussion and near a motion to make and approve a revived policy, the motion was withdrawn and discussion tabled for a future meeting. Jay and Bob suggested that the proposed policy recommendation be reviewed with the Township Human Resources, Seth will Follow up,

**New Business:**

**Jeanne Craig/Rose Lang Scholarships:** Seth received scholarship submissions and will get them to all Trustees for review and award recommendations at as Special Meeting on May 6 to include the Scholarship awards and Trustee Meeting (in lieu of the Regular Meeting date of 5/19)

**Closed Session:**

NA

**Announcements:**

NA

**Confirm next regular meeting:** Next meeting Wednesday May 6, 2020 at 2 PM

**Adjournment:** Motion to adjourn made by Bill with a 2<sup>nd</sup> by Christine

**Respectfully Submitted:** Bill Craig, Sr.