

Jefferson Township Public Library
Meeting of: April 17, 2021

May 15, 2021

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Announcement of Sunshine Compliance: This regular meeting for Tuesday, April 20, 2021 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-excused, Bill Craig Sr., Margaret Holbrook, Rose Lange-online, Jeanne Howe, Michael Stewart, Lary Wasserman-absent, Christine Williams, Seth Stephens-Library Director.

Roll Call of Trustees:

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

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

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

Approval of Minutes from Last Meeting: Motion to approve, was made by Jean with 2nd by Christine approved as follows:

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

Treasurer's Report: Read by Anne with motion to approve made by Bill with a 2nd by Christine and approved as follows:

JEFFERSON TOWNSHIP PUBLIC LIBRARY: BALANCE SHEET AS OF 3/31/21

Cash Drawer	\$ 30.00	
Statement Savings (990500479)	\$ 374,981.18	
Checking Account (553006674)	\$ 1,000.00	
Petty Cash (553006666)	\$ 217.04	
Total Cash	\$ 259,841.07	
	Yes	Absent /Excused
<i>Anne Augustyn</i>	<i>x</i>	
<i>Frank Bagnati</i>	<i>x</i>	
<i>Bill Craig Sr.</i>	<i>x</i>	
<i>Margaret Holbrook</i>	<i>x</i>	
<i>Rose Lange</i>	<i>x</i>	
<i>Michael Stewart</i>	<i>x</i>	
<i>Jeanne Howe</i>	<i>x</i>	
<i>Christine Williams</i>	<i>x</i>	
<i>Lary Wasserman</i>		<i>x</i>
<i>Seth Stephens-Library Director</i>	non- voting	

Bills to Be Approved for Payment: Motion to approve bills for payment made by Christine with 2nd by Peg and approved as follows:

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

Public Portion & Guests: NA

Correspondence: NA

Reports of director, officers, and standing committees: Seth sends a Director's report to the Mayor, Council and Trustees, Library Staff, etc. each month but Seth noted that the new sign was installed and operational with Staff training on its use to be conducted on 4/22/21.

COMMITTEES:

Personnel:

Finance:

Bylaws:

Building & Grounds:

Fund Raising/Friends:

Mission Statement Committee:

Policy Review:

Scholarships:

Old Business:

-Quote on Phone System: Seth received a quote of \$5,350 for removal of the current system and a complete upgrade. A motion to approve and accept the quote was made by Christine with a 2nd by Anne and approved as follows:

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

New Business:

-Update on non-resident Trustee. Seth was advised that a current Trustee was relocating out of the area and Seth will review the policy and procedure on the Trustee completing the current term or seek immediate replacement.

-Selection of Scholarship Recipients: The Library received and Trustees reviewed 22 applications for two Library scholarships. B btdAfter Trustees discussed their recommendations for the awards, Awards were approved for Applicant #12 and Applicant #13 to be presented at the HS Awards ceremony.

Closed Session: NA

Announcements: NA

Next Meeting: Tuesday, May 18, 2021, 2020 at 4:00 PM at the Library.

Adjournment: A motion to close the meeting at 4:35 P.M. was made by Bill with 2nd by Christine and approved as follows:

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

Respectfully Submitted: Bill Craig Sr.

