

Jefferson Township Public Library
January 15, 2021
Meeting of: November 17, 2020

:

Announcement of Sunshine Compliance: This regular meeting for Tuesday, November 17, 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-Excused, Jeanne Howe, Michael Stewart, Lary Wasserman, 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 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 | |

Approval of Minutes from Last Meeting: Motion to approve, was made by Christine with 2nd by Frank 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 | |

Treasurer's Report: Read by Anne with motion to approve made by Lary and 2nd by Frank and approved as follows:

JEFFERSON TOWNSHIP PUBLIC LIBRARY: BALANCE SHEET AS OF 10/31/20

| | | |
|--------------------------------------|-----------|-------------------|
| Cash Drawer | \$ | |
| Statement Savings (990500479) | \$ | 258,577.94 |
| Checking Account (553006674) | \$ | 1,000.00 |
| Petty Cash (553006666) | \$ | 233.13 |
| 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: Some questions raised on NJ Natural Gas bill and clarified by Seth. Motion to approve bills for payment 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> | |

Lary Wasserman *x*
Seth Stephens-Library Director non- voting

Public Portion & Guests: Mayor Wilsusen, Police Chief, Township Administrator, Jay Dunhan addressing Trustees concerns over groups using/promoting the Municipal Parking area as a meeting place without receiving prior approval from Township and notices given to other Municipal agencies.

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 Book Drop located outside Adams Bagels on Route 15 was in operation and a shared process set up to check and pick up books returned was working well

Jay Dunham thanked Library staff for using the Weldon Road bulletin board to announce /promote The Townships Veterans Day Ceremony.

Lary asked about the impact of the Townships assessment revenue and the 1/3 mill portion for the Library. Seth said he was ok with the impact on the Library no significant change.

COMMITTEES:

Personnel:

Finance:

Bylaws:

Building & Grounds:

Fund Raising/Friends:

Mission Statement Committee:

Policy Review:

Scholarships:

Old Business:

-2021 Budget Proposal: Revised Budget Proposal For FY 2021 and notes given to Trustees for further review

-Replacement of Marquee sign; After more review and discussion a motion to approve Replacement of Marquee on Weldon Road was made by Lary with a 2nd by Frank and approved by all 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> | |

Seth Stephens-Library Director non- voting

New Business:

-Discussion With Mayor Wilsusen on notifying Library of events in the Municipal parking area: As noted above the Mayor, Police Chief and Township Administrator reviewed the issues and issues created by groups not providing advance notice of planned activities to the Township Administration and especially the Police Dept. and thus the ability to provide an FYI to other municipal agencies including the Library. The Trustees appreciate the time spent to review the process and answer all questions.

Closed Session: NA

Announcements: NA

Next Meeting: Tuesday, December 15, 2020 at 4:00 PM. (Cancelled just prior to 12/15/20)
Next meeting scheduled for Tuesday January 19, 2021 at 4:00 P.M. at the Municipal Building in the Council Room..

Adjournment: A motion to close the meeting at 4:55 P.M. was made by Lary 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 | |

Respectfully Submitted: Bill Craig Sr.

