

Jefferson Township Public Library (Board of Trustee
Meeting Minutes/Notes
Meeting of January 6, 2015

-Meeting commenced at 3:10 PM on Tuesday, January 6, 2015.

-Attendees: Rose Lange-excused, Bill Craig, Joseph Kraemer, Anne Augustyn, Frank Bagnati, Christine Williams, Michael Stewart-excused. Margaret Holbrook and Seth Stephens-Director.

-Approval of Agenda: Motion to approve the agenda made by Anne with 2nd by Frank and approved by all.

-Approval of Minutes from Previous Meeting: Motion to approve the minutes of the last meeting made by Anne with 2nd by Frank and approved by all.

-Treasurer's Report: Read by Frank. Motion to approve made by Bill with 2nd by Anne and approved by all. (Note: Per Seth this may change due to year end billing still pending for posting.)

Jefferson Township Public Library Balance Sheet as of 12/31/2015

Cash Drawer	\$	30.00
Statement Savings 990500479	681,610.74	
Checking Account 553006674	1,000.00	
Petty Cash 553006666	250.00	
Other	<u>0.00</u>	
Total Cash	682,890.74	

-Bills to be approved for Payment: NA

-Guests, Comments/Questions: , Sandy Cale, Suzan Globus

-Correspondence: NA

*****Special Motion at 3:20 PM made to suspend directors report and usual

agenda items at this point and move to a special meeting led by Suzan Globus for all Trustees regarding the continued development of a revised Vision/Mission Statement and Strategic Plan*****

*****Motion made at 5:11 PM to return to regular meeting items.

-Reports from Director, Officers, and Committees: A full Director's report was sent separately by Seth to all Trustees and Members of the Council. Seth reported that he is still working on propane issues and pricing with AmeriGas of Chester and is still awaiting their new billing proposal. He will also look into proposals from other area propane suppliers. Also, construction estimates of \$219,000 have been received regarding the new awning/façade (Portico) project proposal but the estimate is in need of additional review with Jason Nichols and the Building Committee.

Committees:

Personnel: NA

Finance: NA

Bylaws: NA

Fund Raising/Friends: NA

Mission Statement: NA

Policy Review: NA

Scholarship: NA

-Old Business:

-Strategic Plan: As noted above a lengthy discussion and exchange of ideas with the intent of revising a Mission/Vision Statement and new Strategic plan was led by Suzan Globus.

-New Business:

-Election of Officers- To be discussed at February Trustee Meeting

-2015 Library Holiday Schedule presented to Trustees and approved with minor changes.

-2015 Annual Salary Review- Seth gave Trustees a salary plan for review and discussion at the February Trustee Meeting.

-Annual meeting with the Town Council- TBD

-Announcements: NA

-Next Meeting: February 17, 2015 at 4:00 PM

-Adjournment: At 5:32 PM a motion to close the meeting was made by Joe with 2nd by Frank and approved by all.

Respectfully Submitted: Bill Craig 2/9/2015