

Jefferson Township Public Library
Prepared: January 28, 2013

Meeting of: January 15, 2013

Announcement of Sunshine Compliance: This regular meeting for Tuesday, January 15, 2013, commencing at 4:05 P.M. has been properly noticed in accordance with the Open Public Meetings Act.

Roll Call of Trustees:

Rose Lange, Christine Williams-excused, Joseph Kraemer-excused, Margaret Holbrook, Bill Craig, Michael Stewart, Pearlann Johnson, Frank Bagnati, Anne Augustyn, Sandy Cale, Seth Stephens.

Approval of Agenda: Motion to approve made by Frank with 2nd by Anne

Approval of Minutes of Previous Meeting: Motion to approve minutes of the last meeting made by Pearlann with 2nd by Frank.

Treasurer's Report: Given by Frank. Motion to approve made by Bill; 2nd by Anne and approved by all. Seth noted that some changes may follow due to ongoing yearend discussion with Auditors

Jefferson Township Public Library Balance Sheet as of 12/31/2012

Current Period Balance

Cash Drawer	\$	30.00
Statement Savings 990500479		788,915.31
Checking Account 553006674		1,000.00
Petty Cash 553006666		250.00
Other		0.00
Total Cash		790,195.31

Bills to be approved for payment: Motion to approve made by Frank; 2nd by Anne.

Public Portion & Guests: Jay Dunham attending.

Correspondence: NA

Reports of director, officers, and standing committees:

Full Director's report sent separately by Seth to all Trustees and Council members. Seth noted that in addition to the items mentioned in his Directors Report he requests the Trustees to meet in closed session to review the library salary plan for 2013. Seth gave all Trustees the annual Financial Disclosure form and asked everyone to complete it and get it back to the Twp. ASAP but by 3/1/13 at the latest. The renovation of the restrooms has been completed and the Generator will be shipped 2/1/13 and the project will then move toward completion but by 3/1/2013

Personnel: NA

Finance: Committee set a meeting date for 1/29/13 at 4PM in the Library as Seth requested.

Bylaws: NA

Building: NA.

Fund Raising/Friends: NA

Mission Statement Committee: NA

Policy Review: NA

Scholarship: NA

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Old Business:

-Holidays: Dates reviewed and discussed and voted on last month approved once again.

-Fire System/Renovations: Frank asked the status of some items that the Trustee approved last year to move forward with specifically the improvements for the Fire alert system, improvement to the front entrance and the air system. Seth said that funds have been set aside in the Capital Projects allocation but due to other items the projects were on hold but will be reviewed again and scheduled for some time in 2013

New Business: NA

Closed Session: At 5:03 PM Motion to move to Closed Session made by Rose with 2nd by Peg. At 5:08 Motion to leave closed session made by Rose with 2nd by Pearlann and approved by all.

Announcements: NA.

Next Meeting: February 19, 2013 at 4 PM

Adjournment: At 5:10 PM motion to close meeting made by Rose, 2nd by Frank. Approved by all.

Respectfully Submitted: Bill Craig