

Jefferson Township Public Library
Board of Trustee Meeting Minutes/Notes
Meeting of February 18, 2014

-Meeting commenced at 4:00 PM on Tuesday, February 18, 2014.

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

Guests: Jay Dunham – Town Council, Sandy Cale Assistant Library Director

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

The meeting was recorded by The Director for his personal use

-Approval of Minutes from January 21, 2014. Correction of the word challengers, approval moved by Joe Kraemer and seconded by Christine Williams. Approved with correction.

-Treasurer's Report: Read by Frank. Motion to approve made by Bill with 2nd by Joe and approved by all.

Jefferson Township Public Library Balance Sheet as of 1/31/2014

Cash Drawer	\$30.00
Statement Savings 990500479	\$701,268.50
Checking Account 553006674	\$1,000.00
Petty Cash 553006666	\$223.64
Other	<u>\$0.00</u>
Total Cash	\$702,522.14

-Approval motion moved by Peg Holbrook, seconded by Christine Williams. Approved

-Bills – Anne Augustyn asked about donations to Jefferson Arts for Gazebo concerts. Approval motion made by Christine Williams and seconded by Joe Kraemer. Approved.

No correspondence

Director's Report – Director Seth Stephens reported that the use of procurement cards would be too complicated for a small organization by the library.

Christine Williams asked about progress on revitalizing the Friends of the Library.

Joe Dunham commented that he was glad that the gutters had been repaired by Stanley and Orke.

Seth Stephens said that he felt additional repair work or replacement of the gutters would be necessary.

Christine Williams suggested that a “home inspection” might be helpful in assessing the condition of the building,

Discussion of strategic planning process ensued. Suzan Globus of Globus Design Interiors will be making a presentation on strategic planning at the March Trustee meeting.

Motion to adjourn at 4:45PM was made by Peg Holbrook, seconded by Christine Williams.