

Jefferson Township Public Library
Prepared: March 18, 2013

Meeting of: February 19, 2013

Announcement of Sunshine Compliance: This regular meeting for Tuesday, February 19, 2013, commencing at 4:03 P.M. has been properly noticed in accordance with the Open Public Meetings Act.

Roll Call of Trustees:

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

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

Approval of Minutes of Previous Meeting: Motion to approve minutes of the last meeting made by Rose with 2nd by Peg. Carried with 1 abstention - Christine

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

Jefferson Township Public Library Balance Sheet as of 1/31/2013

Current Period Balance

Cash Drawer	\$	30.00
Statement Savings 990500479		\$704,832.54
Checking Account 553006674		\$1,000.00
Petty Cash 553006666		\$134.93
Other		\$0.00
Total Cash		\$705,997.47

Bills to be approved for payment: Motion to approve made by Christine; 2nd by Peg.

Public Portion and Guests: None

Correspondence: A Condolence card was sent to Debi Merz and her family.

Reports of director, officers and standing committees: A full Director's report sent separately by Seth to all Trustees and Council members. Seth was asked to speak with Vinnie Corsaro, the Township Fire Marshall about what type of fire suppression system would be most appropriate for the Library. Seth was also asked to find out if Library property is adequately insured. Michael reported on the Annual report to the Township Council. He said that the meeting went well and that there were good comments from the Town Council.

Committee Reports:

Personnel: NA

Finance: Committee met on 1/29 to audit transactions and bank transfers. The committee and

Seth also discussed the purchase of additional adult and children's computers.

Bylaws: NA

Building: NA.

Fund Raising/Friends: NA

Mission Statement Committee: NA

Policy Review: NA

Scholarship: NA

Old Business: Seth announced that the installation of the emergency generator is nearing completion. Christine requested that the Library be added to the Township list of official emergency shelters.

New Business: The Trustees also requested that Seth inform them of changes to the library's regularly scheduled openings and closings due to inclement weather

Announcements: NA.

Next Meeting: March 19, 2013 at 4 PM

Adjournment: At 4:50 PM motion to close meeting made by Rose, 2nd by Frank. Approved by all.

Respectfully Submitted: Seth Stephens