

Jefferson Township Public Library
 Prepared: April 12, 2016
Meeting of: March 15, 2016

Announcement of Sunshine Compliance: This regular meeting for Tuesday, March 15, 2016 commencing at 4:05 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., Donna DeGennaro, Margaret Holbrook, Rose Lange-excused, Dr. Patrick Tierney, Seth Stephens-Library Director, Michael Stewart, Christine Williams.

Roll Call of Trustees:

	Yes	Absent
<i>Anne Augustyn</i>	<i>x</i>	
<i>Frank Bagnati</i>	<i>x</i>	
<i>Bill Craig Sr.</i>	<i>x</i>	
<i>Donna DeGennaro</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>Dr. Patrick Tierney</i>	<i>x</i>	
<i>Christine Williams</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 Peg

	Yes	NO	Abstain	Absent
<i>Anne Augustyn</i>	<i>x</i>			
<i>Frank Bagnati</i>	<i>x</i>			
<i>Bill Craig Sr.</i>	<i>x</i>			
<i>Donna DeGennaro</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>Dr. Patrick Tierney</i>	<i>x</i>			
<i>Christine Williams</i>	<i>x</i>			
<i>Seth Stephens-Library Director</i>	non- voting			

Approval of Minutes of Previous Meeting: Minutes prepared by Seth- Secretary on vacation at time of Feb meeting-Motion to approve made by Bill with 2nd by Christine and approved. (See Below):

Yes	NO	Abstain	Absent
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<i>Anne Augustyn</i>	<i>x</i>	
<i>Frank Bagnati</i>	<i>x</i>	
<i>Bill Craig Sr.</i>	<i>x</i>	
<i>Donna DeGennaro</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>Dr. Patrick Tierney</i>	<i>x</i>	
<i>Christine Williams</i>	<i>x</i>	
<i>Seth Stephens-Library Director</i>	non- voting	

Treasurer’s Report: Read by Frank. Motion to approve made by Peg with 2nd by Dr. Tierney and approved. (See Below)

JEFFERSON TOWNSHIP PUBLIC LIBRARY: BALANCE SHEET AS OF 2/29/16
CURRENT PERIOD BALANCE

Cash Drawer	\$ 30.00
Statement Savings (990500479)	\$ 510,668.95
Checking Account (553006674)	\$ 1,000.00
Petty Cash (553006666)	\$ 175.81
Other	\$ 0.00
Total Cash	\$ 511,874.76

	Yes	NO	Abstain	Absent
<i>Anne Augustyn</i>	<i>x</i>			
<i>Frank Bagnati</i>	<i>x</i>			
<i>Bill Craig Sr.</i>	<i>x</i>			
<i>Donna DeGennaro</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>Dr. Patrick Tierney</i>	<i>x</i>			
<i>Christine Williams</i>	<i>x</i>			
<i>Seth Stephens-Library Director</i>	non- voting			

Bills to be approved for payment: Motion to approve bills for payment made by Bill with 2nd by Christine and approved as follows:

	Yes	NO	Abstain	Absent
<i>Anne Augustyn</i>	<i>x</i>			
<i>Frank Bagnati</i>	<i>x</i>			
<i>Bill Craig Sr.</i>	<i>x</i>			

<i>Donna DeGennaro</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>Dr. Patrick Tierney</i>	<i>x</i>	
<i>Christine Williams</i>	<i>x</i>	
<i>Seth Stephens-Library Director</i>	non- voting	

Public Portion & Guests: Sandy Cale,

Correspondence: NA

Reports of director, officers, and standing committees: Seth sends his full “Director’s Report” to the Township Administration and Council Members each month.

Seth reported on the status of the Portico Project request for proposal (RFP) as well as a proposal for working with a structural engineer (estimated cost \$150 per hour) to help oversee this project. Still ongoing. Seth requested that meetings with the Building Committee on the Portico Project as well as a meeting with the Personnel Committee to review the Township salary scale-steps process. Dates to be determined. Seth also provided a corrected copy of the information provided last month on the approved proposal for the 2% increase in staff salaries which corrected a typo only.

COMMITTEES:

Personnel: Meeting date to be determined

Finance:

Bylaws:

Building & Grounds: Meeting date to be determined

Fund Raising/Friends:

Mission Statement Committee:

Policy Review:

Scholarship:

Old Business:

-Review of Policies: Anne and Peg continuing a preliminary review of library policies.

New Business:

-NA

Announcements: NA

Next Meeting: April 19, 2016 at 4:00 PM

Adjournment: At 5:00 PM a motion to close the meeting was made and approved as follows:

	Yes	NO	Abstain	Absent
<i>Anne Augustyn</i>	<i>x</i>			
<i>Frank Bagnati</i>	<i>x</i>			

<i>Bill Craig Sr.</i>	<i>x</i>	
<i>Donna DeGennaro</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>Dr. Patrick Tierney</i>	<i>x</i>	
<i>Christine Williams</i>	<i>x</i>	
<i>Seth Stephens-Library Director</i>	non- voting	

Respectfully Submitted: Bill Craig Sr.