

Jefferson Township Public Library
Board of Trustees
Minutes of May 14, 2015 meeting

Announcement of Sunshine Compliance: This regular meeting for Thursday, May 14, 2015 commencing at 4:00 P.M. has been properly noticed in accordance with the Open Public Meetings Act.

Call to order: Meeting was called to order by Michael Stewart at 4:00pm

Roll Call of Trustees:

Anne Augustyn (x)	Frank Bagnati (x)
William Craig () excused	Donna DeGennaro (x)
Peg Holbrook () excused	Rose Lange (x)
Michael Stewart (x)	Christine Williams (x)
Joe Kraemer, or substitute (x)	Seth Stephens, Library Director (x)

Approval of Agenda: A motion to approve the agenda was made By Christine Williams, and seconded by Joe Kramer. The motion was approved unanimously.

Approval of Minutes of Previous Meeting: Christine Williams made a motion, that was seconded by Frank Bagnati, to accept the minutes of the April 21, 2015 Board of Trustees meeting.

Treasurer’s Report: A report was given by Frank Bagnati. A motion to approve the report was made by Joe Kraemer and seconded by Christine Williams. The motion was approved unanimously.

As of April 30, 2015

Cash drawer:	\$30.00
Statement Savings:	\$745,903.24
Checking:	\$1000.00
<u>Petty Cash Checking:</u>	<u>\$181.40</u>
Total	\$747,114.64

Bills to be approved for payment: A list of bills recommended for payment was presented. Christine Williams made a motion to accept the bills for payment. The motion was seconded by Frank Bagnati. The motion was approved unanimously.

Correspondence: none

Reports of officers, director and standing committees:

Jason Nichols gave a progress report on the design of the portico. Jason provided a roofing sample and a sample of stone. Jason reported that he was recommending a steel structure, with a neutral color scheme. These choices would allow the portico to blend in with the design of the municipal building. Jason also said that he was recommending enclosing the ceiling, rather than leaving it open. This would deter birds from nesting in the interior of the portico. Seth Stephens said that the sides would be designed to hold a permeable banner like material that could be used to promote the library. In response to questions from Michael Stewart about the metal roofing material, Jason said it would be installed in sections. U shaped channel joints would be used to join the sections together. Jason said drains for the portico would drain into the existing drains. Jason reported that he and Seth had discussed the replacement of the stairs. He is recommending that the stairs be rebuilt. It would be easier to replace the stairs rather than working around the existing stairs. Anne Augustyn asked about the surface of the stairs. To prevent people from slipping, Jason suggested the stair tread covering be fire etched to create a textured surface that would deter slips.

Old Business:

Strategic Plan Report: Christine Williams asked that references to Oak Ridge in the document be changed to Milton. Seth reported that the next steps would be the drafting of the work plan.

New Business:

Renewal of Kathy Biehl's retainer: Motion was made by Christine Williams to renew Kathy Biehl's retainer for another year. The motion was seconded by Rose Lange. The motion was approved unanimously.

Selection of Scholarship Recipients: Matthew Burger was selected to receive the Jeanne Craig Scholarship. Carrie Cullen was selected to receive the Rose Lange Scholarship. They will be invited to the June 16, 2015 Trustee meeting.

Closed Session: None

Announcements:

Next Meeting Date: June 16, 2015 at 4:00pm

Adjournment: The meeting was adjourned at 5:07pm