

Jefferson Township Public Library
Prepared: September 6, 2013
Meeting of: June 12, 2013

Announcement of Sunshine Compliance: This regular meeting for Tuesday, June 12, 2013 commencing at 4:00 P.M. has been properly noticed in accordance with the Open Public Meetings Act.

Roll Call of Trustees:

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

Approval of Agenda: Arrived after Motion to approve was made but motion was approved by all.

Approval of Minutes of Previous Meeting: Motion to approve minutes of the last meeting made by Christine with 2nd by Anne. Approved by all.

Treasurer's Report: Given by Frank. Motion to approve made by Bill; 2nd by Rose and approved by all.

Jefferson Township Public Library Balance Sheet as of 5/31/2013

Current Period Balance

Cash Drawer	\$	30.00
Statement Savings 990500479		747,179.60
Checking Account 553006674		1,000.00
Petty Cash 553006666		186.12
Other		0.00
Total Cash		748,395.72

Bills to be approved for payment: Motion to approve made by Peg, 2nd by Frank.

Public Portion & Guests: Kathy Biehl, Cathy Kabshura, Sandy Cale, Nancy Chamberlain, Jeanne Craig and Rose Lange Scholarship winners and family members.

Correspondence: NA

Reports of director, officers, and standing committees:

A Full Director's report was sent separately by Seth to all Trustees and Council members. Seth noted that a new proposed state bill which, if passed, would impact Library reserves being set aside by requiring Township approval. He will provide updates as they occur. Also, Seth and Sandy will be researching improvements to Library Technology e.g. Windows 8 and the newsletter "Violet's Porch" would be going all electronic/e-mail only as a cost saving measure but it was noted that attention should be given to a limited paper distribution and press releases to ensure the word about Library programs gets out to residents as efficiently as possible e.g. press

plus bulk items at Pathmark, A&P etc. .

Personnel: NA

Finance: NA

Bylaws: NA

Building: NA.

Fund Raising/Friends: NA

Mission Statement Committee: NA

Policy Review: Trustees asked to review policies over the summer break.

Scholarship: NA

Old Business:

-Review of Policy Manual: Seth asked that Trustees continue to review Library Policies (previously given to all Trustees) over the summer and submit comments in the fall.

-Scholarships: Scholarship awards were presented to winners prior to the start of this formal meeting.

-Facade: It appears that not enough funds are allocated to complete this project. Thus, it was suggested that this project should be looked at again with emphasis on specific improvements e.g. entry steps repair and upgrade.

New Business:

-Retirement Benefits Discussion: At the May meeting, Seth reviewed information on Retirement Benefits issue regarding pre-funding health insurance noting that many Libraries do not pay for health care benefits and do not participate in pension plans but this generated a lengthy discussion on issues, such as: legal, regulatory, administrative and budgetary and precedent setting issues. Much more information and discussion is needed to explore this issue in more detail. Today, Kathy Biehl gave a review of the process and issues. There were a number of issues which indicated the difficulties in the Library assuming this responsibility e.g. qualifying as an independent employer; impact on reserving funds e.g. Library can reserve funds for Capital expenditures but not Operating Expenses. An Actuarial Evaluation could be away to propose doing something. It was agreed, a next step could be getting an actuarial evaluation on the cost of prefunding. It was also noted that the Township consider/invite Library participation in the early stages of benefit negotiations in order to ensure that the concerns of the Library staff are noted formally and part of the consideration as negotiations move forward.

-Bill Paying during summer: A motion was made by Rose with a 2nd by Bill to authorize Treasurer Nancy Chamberlain to pay bills up to a total of \$100,000 during the Trustees summer break. Motion approved by all.

Closed Session: NA

Announcements: NA

Next Meeting: September 17, 2013 at 4:00 PM

Adjournment: At 5:45 PM motion to close meeting made by Rose, 2nd by Christine. Approved by all.

Respectfully Submitted: Bill Craig