

Jefferson Township Public Library
 September 17, 2016
Meeting of: June 14, 2016

Announcement of Sunshine Compliance: This regular meeting for Tuesday, May 17, 2016 commencing at 4:00 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, Dr. Patrick Tierney, Seth Stephens-Library Director, Michael Stewart, Christine Williams.

Roll Call of Trustees:

	Yes	Absent
<i>Anne Augustyn</i>	x	
<i>Frank Bagnati</i>	x	
<i>Bill Craig Sr.</i>	x	
<i>Donna DeGennaro</i>	x	
<i>Margaret Holbrook</i>	x	
<i>Rose Lange</i>	x	
<i>Michael Stewart</i>	x	
<i>Dr. Patrick Tierney</i>	x	
<i>Christine Williams</i>	x	
<i>Seth Stephens-Library Director</i>	non- voting	

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

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

Approval of Minutes of Previous Meeting: Motion to approve made by Christine with 2nd by Peg and approved. (See Below):

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

<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 Christine and 2nd by Rose and approved. (See Below)

JEFFERSON TOWNSHIP PUBLIC LIBRARY: BALANCE SHEET AS OF 5/31/16
CURRENT PERIOD BALANCE

Cash Drawer	\$ 30.00
Statement Savings (990500479)	\$ 451,017.88
Checking Account (553006674)	\$ 1,000.00
Petty Cash (553006666)	\$ 131.57
Other	\$ 0.00
Total Cash	\$ 452,179.45

	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 Dr. Tierney with 2nd by Bill 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: Jay Dunham, Bob Birmingham, Sandy Cale,

Correspondence: None

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

Seth reported that the Portico Project is now underway and the contractor suggested that the retaining wall is in need of repair/upgrading and landscaping will help further improve the appearance of this project but recommended that this aspect be held for further consideration after the current project is completed.

Christine reported that Seth attended a Historical Society meeting to assist in a new Historical Society project.

Bill passed on information to Seth regarding an FTC program available for Libraries that provides information and help to avoid scams.

COMMITTEES:

Personnel:

Finance:

Bylaws:

Building & Grounds:

Fund Raising/Friends:

Mission Statement Committee:

Policy Review:

Scholarships: Trustees met on 5/3/16 at 4 PM reviewed all submission (30) and awarded two scholarships to be presented at the 6/14/16 meeting.

Old Business: NA

New Business:

-Trustees to Sign Checks: Nancy and Seth need Trustees available over the summer to sign checks for bill payment over the summer. Anne & Dr. Tierney volunteered to be added as signers. Christine made a motion to approve the addition of the two Trustees to sign checks over the summer for bill payment which was 2nd by Rose 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

-Presentation of Scholarships: Presentation of scholarships was to be completed at this meeting but neither of the winners was available to attend to accept their award. Additional plans will be made for the check presentation and an opportunity for the Trustees to meet the winners.

Closed Session: NA

Announcements: NA

Next Meeting: September 20, 2016 at 4:00 PM

Adjournment: At 4:30 PM a motion to close the meeting was made by Christine with 2nd by Frank 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.

