

Jefferson Township Public Library  
Board of Trustee Meeting Minutes/Notes  
Meeting of June 17, 2014

-Meeting commenced at 4:00 PM on Tuesday, June 17, 2014.

-Attendees: Rose Lange, Bill Craig, Joseph Kraemer, Anne Augustyn, Pearlann Johnson, Frank Bagnati, Christine Williams, Michael Stewart. Margaret Holbrook and Seth Stephens-Director.

-Approval of Agenda: Motion to approve the agenda made by Christine with 2<sup>nd</sup> by Anne and approved by all.

-Approval of Minutes from Previous Meeting: Motion to approve the minutes of the last meetings (meeting of 5/13/2014 & 4/15/14 ) made by Joe with 2<sup>nd</sup> by Anne and Pearlann with 2<sup>nd</sup> by Peg for meeting minutes of 4/15/14 and approved by all.

-Treasurer's Report: Read by Frank. Motion to approve made by Bill with 2<sup>nd</sup> by Joe and approved by all.

Jefferson Township Public Library Balance Sheet as of 5/31/2014

Cash Drawer	\$	30.00
Statement Savings 990500479		740,652.43
Checking Account 553006674		1,000.00
Petty Cash 553006666		152.04
Other		<u>0.00</u>
Total Cash		\$741,834.47

-Bills to be approved for Payment: After some items reviewed and clarified, a motion to approve was made by Joe with 2<sup>nd</sup> by Rose and approved by all.

-Guests, Comments/Questions: Jay Dunham, Sandy Cale, Nancy

Chamberlain, Scholarship Winners Danielle Beniulis, Gina Laganella and family members of scholarship winners.

-Correspondence: NA

-Reports from Director, Officers, and Committees: A full Director's report was sent separately by Seth to all Trustees and Members of the Council. Seth reported that he received a proposal from Jason Nicholas regarding the new awning/façade project which he reviewed and requested that the Trustees move the project forward and approve the proposal for the first part of the project totaling \$1,700. A motion to approve was made by Bill with a 2<sup>nd</sup> by Joe and approved by all. Also, Seth will work with contractor to review the drainage systems around the Library.

Committees:

Personnel: NA

Finance: NA

Bylaws: NA

Fund Raising/Friends: NA

Mission Statement: NA

Policy Review: NA

Scholarship: NA

-Old Business

-Strategic Plan: Lengthy discussion on the planning process and possible need for Focus Groups and/additional resources to try get input from township residents from areas furthest away from the Library. Seth will follow up with Susan Globuz.

-New Business

-Scholarship Presentations: Presentation of awards made by Michael and Seth at start of meeting followed by a short break for refreshments for all attending (see above-guests).

-Announcements: NA

-Next Meeting: September 16, 2014 at 4:00 PM

-Adjournment: At 5:05 PM a motion to close the meeting was made by Rose with 2<sup>nd</sup> by Pearlann and approved by all.

Respectfully Submitted: Bill Craig 9/8/14