

Jefferson Township Public Library
September 10, 2018
Meeting of: June 19, 2018

Announcement of Sunshine Compliance: This regular meeting for Tuesday June 19, 2018 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., Margaret Holbrook, Rose Lange, Jeanne Howe-Attending as substitute for Dr. Patrick Tierney-Excused, Michael Stewart, Lary Wasserman, Christine Williams, Seth Stephens-Library Director.

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>Margaret Holbrook</i>	<i>x</i>	
<i>Rose Lange</i>		<i>x</i>
<i>Michael Stewart</i>	<i>x</i>	
<i>Jeanne Howe</i>	<i>x</i>	
<i>Christine Williams</i>	<i>x</i>	
<i>Lary Wasserman</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 Anne 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>Margaret Holbrook</i>	<i>x</i>		
<i>Rose Lange</i>			<i>x</i>
<i>Michael Stewart</i>	<i>x</i>		
<i>Jeanne Howe</i>	<i>x</i>		
<i>Lary Wasserman</i>	<i>x</i>		
<i>Christine Williams</i>	<i>x</i>		
<i>Seth Stephens-Library Director</i>	non- voting		

Approval of Minutes from Last Meeting: Motion to approve was made by Larry with 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>Margaret Holbrook</i>	<i>x</i>		
<i>Rose Lange</i>			<i>x</i>
<i>Michael Stewart</i>	<i>x</i>		
<i>Jeanne Howe</i>	<i>x</i>		
<i>Lary Wasserman</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 the report made by Christine with 2nd by Lary and approved as follows:

JEFFERSON TOWNSHIP PUBLIC LIBRARY: BALANCE SHEET AS OF 4/30/18

Cash Drawer	\$ 30.00
Statement Savings (990500479)	\$ 308,218.20
Checking Account (553006674)	\$ 1000.00
Petty Cash (553006666)	\$ 239.72
Total Cash	\$ 309,487.92

	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>Margaret Holbrook</i>	<i>x</i>		
<i>Rose Lange</i>			<i>x</i>
<i>Michael Stewart</i>	<i>x</i>		
<i>Jeanne Howe</i>	<i>x</i>		
<i>Lary Wasserman</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 Christine with 2nd by Peg approved as follows:

Yes	NO/Abstain	Yes	NO/Abstain	Absent
			Absent	
<i>Anne Augustyn</i>		<i>x</i>		
<i>Frank Bagnati</i>		<i>x</i>		
<i>Bill Craig Sr.</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>Jeanne Howe</i>		<i>x</i>		
<i>Lary Wasserman</i>		<i>x</i>		
<i>Christine Williams</i>		<i>x</i>		
<i>Seth Stephens-Library Director</i>		non- voting		

Public Portion & Guests: Jay Dunham, Alicia Boucher and Family, McKenna Brown and Family

Correspondence: NA

Recognition of Scholarship Recipients: Alicia Boucher and McKenna Brown were recognized and awarded the Jeanne Craig and Rose Lange Scholarships

Reports of director, officers, and standing committees:

Seth Reported that the Library's air ducts, floors, the top shelves of the book cases, bathroom floors and windows had been cleaned.

Seth reported that 8 bid packages had been picked up for the Roof Extension Residing project. The bid opening is July 11, at 11:00am.

Tom Galfo cleaned the gutter and it is no longer overflowing

Anne Augustyn observed that the bottoms of the railings are rusting and need to be painted.

Seth reported that the conversion to LED bulbs went smoothly

Seth Reported on the status of Library Link and the delivery service

COMMITTEES:

Personnel:

Finance:

Bylaws:

Building & Grounds:

Fund Raising/Friends:

Mission Statement Committee:

Policy Review:

Old Business: .

New Business:

A motion to approve pay bills, up to \$125,000.00, during the summer was made by Christine and seconded by Frank.

The motion was approved.

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>Margaret Holbrook</i>	<i>x</i>	
<i>Rose Lange</i>		<i>x</i>
<i>Michael Stewart</i>	<i>x</i>	
<i>Jeanne Howe</i>	<i>x</i>	
<i>Lary Wasserman</i>	<i>x</i>	
<i>Christine Williams</i>	<i>x</i>	
<i>Seth Stephens-Library Director</i>	non- voting	

A motion was made to make a donation of \$1000.00 to the Jefferson Arts Committee in support of the Gazebo concerts was approved.

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>Margaret Holbrook</i>	<i>x</i>	
<i>Rose Lange</i>		<i>x</i>
<i>Michael Stewart</i>	<i>x</i>	
<i>Jeanne Howe</i>	<i>x</i>	
<i>Lary Wasserman</i>	<i>x</i>	
<i>Christine Williams</i>	<i>x</i>	
<i>Seth Stephens-Library Director</i>	non- voting	

Closed Session:

NA

Announcements: NA

Next Meeting: September 18, 2018 4:00 PM.

Adjournment: A motion to close the meeting was made by Anne 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>Margaret Holbrook</i>	<i>x</i>		
<i>Rose Lange</i>			<i>x</i>
<i>Michael Stewart</i>	<i>x</i>		
<i>Jeanne Howe</i>	<i>x</i>		
<i>Lary Wasserman</i>	<i>x</i>		
<i>Christine Williams</i>	<i>x</i>		
<i>Seth Stephens-Library Director</i>	non- voting		

Respectfully Submitted: Seth Stephens

