

Jefferson Township Public Libr  
 October 12, 2018  
**Meeting of September 11, 2018**

**Announcement of Sunshine Compliance:** This regular meeting for Tuesday, September 11, 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-Excused, Frank Bagnati, Bill Craig Sr., Margaret Holbrook, Rose Lange, Jeanne Howe,, Michael Stewart, Lary Wasserman, Christine Williams, Seth Stephens-Library Director.

**Roll Call of Trustees:**

	Yes	Absent/Excused
<i>Anne Augustyn</i>		x
<i>Frank Bagnati</i>	x	
<i>Bill Craig Sr.</i>	x	
<i>Margaret Holbrook</i>	x	
<i>Rose Lange</i>	x	
<i>Michael Stewart</i>	x	
<i>Jeanne Howe</i>	x	
<i>Christine Williams</i>	x	
<i>Lary Wasserman</i>	x	
<i>Seth Stephens-Library Director</i>	non- voting	

**Approval of Agenda:** Motion to approve agenda was made by Rose with 2nd by Lary and approved as follows:

	Yes	NO	Absent/Excused
<i>Anne Augustyn</i>			x
<i>Frank Bagnati</i>	x		
<i>Bill Craig Sr.</i>	x		
<i>Margaret Holbrook</i>	x		
<i>Rose Lange</i>	x		
<i>Michael Stewart</i>	x		
<i>Jeanne Howe</i>	x		
<i>Lary Wasserman</i>	x		
<i>Christine Williams</i>	x		
<i>Seth Stephens-Library Director</i>	non- voting		

**Approval of Minutes from Last Meeting:** Motion to approve made by Christine with 2nd by Rose and approved as follows:

	Yes	NO	Absent/Excused
<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. A motion to approve made by Peg with 2nd by Bill & approved as follows:

**JEFFERSON TOWNSHIP PUBLIC LIBRARY: BALANCE SHEET AS OF 8/31/18 (Not Final)**

**CURRENT PERIOD BALANCE**

<b>Cash Drawer</b>	<b>\$</b>	<b>30.00</b>	
<b>Statement Savings (990500479)</b>	<b>\$</b>	<b>336,964.72</b>	
<b>Checking Account (553006674)</b>	<b>\$</b>	<b>1,000.00</b>	
<b>Petty Cash (553006666)</b>	<b>\$</b>	<b>230.31</b>	
<b>Other</b>	<b>\$</b>		<b>0.00</b>
<b>Total Cash</b>	<b>\$</b>	<b>338,225.03</b>	

	Yes	NO	Absent/Excused
<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 Rose with 2nd by Peg and approved as follows:

	Yes	NO	Absent/Excused
<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, Sandy Cale. Jay noted that the banks seem to be moving ahead on foreclosed properties selling at reduced rates etc. in an effort it appears to clear their system. This will bring some properties back to the township property tax system but at a lesser rate than the value prior to the foreclosure.

**Correspondence:** NA

**Reports of director, officers, and standing committees:** Seth sends a Directors report to the Mayor, Council and Trustees etc. each month but reported today an agreement was reached with Adams Bagels to move the Library Book Return Drop from the former Pathmark/Food Emperium Shopping Site across the road to Adams Bagels just off Route 15 North. Signage will be put in place ASAP. Our Thanks to Jefferson Diner and Adams Bagels for allowing the Library to continue this beneficial Community Service. Also, Seth noted that the current and popular Inter-Library book exchange is undergoing a review that may result in a charge to participating Libraries in order to offset cost increases. Seth met with a Baker & Taylor-a book/audio-book vendor on their new proposal for a book/audiobook sharing program which will benefit the Library and possibly the School Library free of charges for first 2yrs then at an estimated cost of \$500 per year thereafter. Seth will review the proposal with the School Librarian and Administrators. Trustees agreed that it sounds like a beneficial for all concerned.

**COMMITTEES:**

**Personnel:**

**Finance: .**

**Bylaws:**

**Building & Grounds:**  
**Fund Raising/Friends:**  
**Mission Statement Committee:**  
**Policy Review:**  
**Scholarships:**

**Old Business:**  
 NA

**-New Business**

-Approval for Interim payment of Bills up \$5,000: Motion made by Bill with a 2nd by Rose to set up a process to pay bills with payment due dates in advance of the monthly Trustee Meeting in order to avoid late payment fees and/or past due notices because some suppliers no longer allow 30 days from billing date to make payment. Approved by all as follows:

	Yes	NO	Absent/Excused
<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:** October 16, 2018 at 4:00 PM.

**Adjournment:** At 5:15 PM a motion to close the meeting was made by Lary with 2<sup>nd</sup> by Rose and approved as follows:

	Yes	NO	Absent/Excused
<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 By:

Bill Craig