

Jefferson Township Public Library
 October 14, 2017
Meeting of September 19, 2017

Announcement of Sunshine Compliance: This regular meeting for Tuesday, September 19, 2017 commencing at 4:04 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-excused; Dr. Patrick Tierney-excused, Michael Stewart, Lary Wasserman, Christine Williams, Seth Stephens-Library Director.

Roll Call of Trustees:

	Yes	Absent
<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>Dr. Patrick Tierney</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 was made by Christine with 2nd by Peg and approved as follows:

	Yes	NO	Absent
<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>Dr. Patrick Tierney</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 was made by Christine with 2nd by Frank and approved as follows:

Yes	NO	Absent
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<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>Dr. Patrick Tierney</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 Bill and approved as follows:

	Yes	NO	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>Dr. Patrick Tierney</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		

JEFFERSON TOWNSHIP PUBLIC LIBRARY: BALANCE SHEET AS OF 8/31/17
CURRENT PERIOD BALANCE

Cash Drawer	\$	30.00
Statement Savings (990500479)	\$	591,961.27
Checking Account (553006674)	\$	1,000.00
Petty Cash (553006666)	\$	164.33
Other	\$	0.00
Total Cash	\$	593,155.60

Bills to be approved for payment: Lary asked about ways to get better interest from banks on the library account. Seth advised that the banks used by Libraries etc must be approved by State and he will review this again and see what may or can be done to get better rates without increasing risk. Re. questions raised by Michael and Frank the bills for the Junior Library Guild and Jefferson Twp represented book services for children's books and summer benefits for services paid and processed by the Township. Motion to approve bills for payment made by Christine with 2nd by Peg and approved as follows:

	Yes	NO	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>Dr. Patrick Tierney</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: Sandy Cale

Correspondence: Thank you Letter from Scholarship winner Katherine Cocca.

Reports of director, officers, and standing committees: Seth reported that after a meeting with the Personnel Committee a job search was initiated to get replacements for the two full staff members retiring on 10/1/17 and resulted in hiring 3(of 4) new part time staff members. Seth also continues to work on addressing issues regarding a proposal to address any issues regarding emergency and or security issues at the Library and he will continue to work on a resolution on determining what may be needed after a security assessment is completed.

Lary also asked for a review of the various items noted in Seth's director's report on metrics on Library usage which is a new and interesting addition to Seth's monthly report to all.

COMMITTEES:

Personnel:

Finance: .

Bylaws:

Building & Grounds:

Fund Raising/Friends:

Mission Statement Committee:

Policy Review:

Scholarships:

Old Business:

New Business: NA

-Retirement Party: Seth reviewed the date and plans for a party for Chris O'Brien and Pat McGaw to be held on 9/29/17 at the Library. Best wishes to Chris and Pat and Thanks for all you have done for the library, community and Trustees over the years. Good luck and Good Health for many many years to come.

Closed Session: NA

Announcements: NA

Next Meeting: October 17, 2017 at 4:00 PM.

Adjournment: At 5:00 PM a motion to close the meeting was made by Lary with 2nd by Christine and approved as follows:

	Yes	NO	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>Dr. Patrick Tierney</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: Bill Craig Sr.

