

Jefferson Township Public Library

Board of Trustees Meeting Minutes

Prepared: November 16, 2012

Meeting of: October 16, 2012

Announcement of Sunshine Compliance: This regular meeting for Tuesday, October 16, 2012 commencing at 4:00 P.M. has been properly noticed in accordance with the Open Public Meetings Act.

Roll Call of Trustees:

Rose Lange, Christine Williams, Joseph Kraemer, Margaret Holbrook, Bill Craig, Michael Stewart, Pearlann Johnson, Frank Bagnati, Anne Augustyn, Sandy Cale, Seth Stephens.

Approval of Agenda: Motion to approve the agenda made by Christine with 2nd by Peg and approved by all.

Approval of Minutes of Previous Meeting: Motion to approve minutes of the last meeting (read by Seth) made by Bill with 2nd by Rose.

Treasurer's Report: Given by Frank. Motion to approve made by Peg; 2nd by Rose and approved by all.

Jefferson Township Public Library		Balance Sheet as of 9/30/2012	
Current Period Balance			
Cash Drawer		\$	30.00
Statement Savings	990500479		827,756.60
Checking Account	553006674		1,000.00
Petty Cash	553006666		169.87
Other			0.00
Total Cash			829,956.47

Bills to be approved for payment: Motion to approve made by Christine; 2nd by Peg. Approved by all

Public Portion & Guests: Nancy Chamberlain

Correspondence: NA

Reports of director, officers, and standing committees:

Full Director's report sent separately by Seth to all Trustees and Council. Seth reported that Generator process is back on track and restroom issues being resolved. Seth also distributed the budget proposal and expense recap prior to the meeting but advised Trustees the further revisions are necessary due to recently received information that will impact projections.

Christine did note that energy costs seem high and Seth will review items like thermostat settings

and propane cost comparisons.

Michael raised the issue of the need for Bear proof trash cans or need for new covers. Seth will research the options or requirements of the current vendors.

Personnel: NA

Finance: Seth requested a meeting with the Finance Committee consisting of Mike, Bill, Frank, Pearlann. Original date set for 10/29/12 at 4 PM (Meeting cancelled due to hurricane). New date may be to be set prior to next Trustee meeting time permitting.

Bylaws: NA

Building: NA.

Fund Raising/Friends: NA

Mission Statement Committee: NA

Policy Review: NA

Scholarship: NA

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Old Business:

-Generator: As noted above, all aspects moving forward.

New Business:

-Bear-proof lid for dumpster- noted above

Closed Session: NA

Announcements: NA

Next Meeting: November 20, 2012 at 4 PM

Adjournment: At 4:35 PM motion to close meeting made by Bill, 2nd by Rose. Approved by all.

Respectfully Submitted: Bill Craig