

Announcement of Sunshine Compliance: This regular meeting for Tuesday, October 17, 2017 commencing at 4:00 P.M. has been properly noticed in accordance with the Open Public Meetings Act.

Roll Call of Trustees:

Anne Augustyn-absent, Frank Bagnati, Bill Craig Sr., Margaret Holbrook, Rose Lange; 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: (note : Agenda meeting date corrected from September 19 to October 17)

	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 Rose and approved as follows:

	Yes	NO	Absent
<i>Anne Augustyn</i>			x

<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 9/30/17
CURRENT PERIOD BALANCE

Cash Drawer	\$	30.00
Statement Savings (990500479)	\$	425,291.73
Checking Account (553006674)	\$	1,000.00
Petty Cash (553006666)	\$	184.34
Other	\$	0.00
Total Cash	\$	426,506.07

Bills to be approved for payment: Frank asked about bill from Stanley & Orke. Seth explained that this was for additional work on the Portico Project. Motion to approve bills for payment 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

Public Portion & Guests: Bob Birmingham, Sandy Cale

Correspondence: Thank you notes from Chris O'Brien & Pat McGaw

Reports of director, officers, and standing committees: Seth sends a Directors report to the Mayor, Council and Trustees etc. each month but noted at this trustee meeting that he needs to rework the proposed 2018 budget before the Trustee review. in addition he may need to meet with the Personnel Committee before the November Trustees meeting. Also, Seth reviewed some of the comments from the recently completed Library Security Assesment and the suggestions made in the report e.g. Doors & Locks; Enclosure around Generator; Drills & Training; After Hours Security; Items for Childrens area and other items that appear to be simple and straight forward. Some discussion was generated on other security measures e.g. more security cameras; and potential liability issues regarding privacy particularly if/when asked to release material. Suggestion was made to ask for the Library attorney's review on the document for discussion at the December Trustee meeting plus consideration on any additional liability that may be incurred in not acting on certain recommendations?

COMMITTEES:

Personnel:

Finance: .

Bylaws:

Building & Grounds:

Fund Raising/Friends:

Mission Statement Committee:

Policy Review:

Scholarships:

Old Business:

Library Staff: Christine asked about the new staff replacements for the Library and Seth said all open positions have been filled and all is going well.

New Business: NA

OFFICERS for 2018: A slate of the officers for 2018 Board of Trustees will be presented at the November meeting.,

-Closed Session: NA

Announcements: NA

Next Meeting: November 21, 2017 at 4:00 PM.

Adjournment: At 5:14 PM a motion to close the meeting was made by Christine with 2nd by Rose and approved as follows:

	Yes	NO	Absent
<i>Anne Augustyn</i>	<i>x</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.

