

Announcement of Sunshine Compliance: This regular meeting for Tuesday, October 18, 2016 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-Absent, Rose Lange, Dr. Patrick Tierney, Seth Stephens-Library Director, Michael Stewart, Christine Williams.

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>Seth Stephens-Library Director</i>	non- voting	

Approval of Agenda: Motion to approve was made by Rose with 2nd by Christine

	Yes	NO	Abstain	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>Seth Stephens-Library Director</i>	non- voting			

Approval of Minutes of Previous Meeting: Motion to approve made by Rose with 2nd by Christine and approved. (See Below):

	Yes	NO	Abstain	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			

Christine Williams x
Seth Stephens-Library Director non- voting

Treasurer’s Report: Read by Frank. Motion to approve made by Christine and 2nd by Bill and approved by all: (See Below)

JEFFERSON TOWNSHIP PUBLIC LIBRARY: BALANCE SHEET AS OF 9/30/16

CURRENT PERIOD BALANCE

Cash Drawer	\$ 30.00
Statement Savings (990500479)	\$ 449,589.46
Checking Account (553006674)	\$ 1,000.00
Petty Cash (553006666)	\$ 221.25
Other	\$ 0.00
Total Cash	\$ 450,840.71

	Yes	NO	Abstain	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>Seth Stephens-Library Director</i>	non- voting			

Bills to be approved for payment: Some questions/clarifications raised by Christine and Frank. All answered by Seth. Motion to approve bills for payment made by Christine with 2nd by Bill and approved as follows:

	Yes	NO	Abstain	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>Seth Stephens-Library Director</i>	non- voting			

Public Portion & Guests: Jay Dunham, Sandy Cale, Lary Wasserman- Lake Shawnee Resident interested in Board of Trustees. Jay reviewed some items to be discussed/presented at the next Council meeting.

Correspondence: NA

Reports of director, officers, and standing committees: Seth sends his full “Director’s Report” to all Trustees and the Township Administration and Council Members each month.

Seth reported that there is a delay in completing the Portico Project due to delay in receiving roofing material which should be in next week with completion shortly thereafter. Also, Seth reported that he has received a number of positive comments about the new improvement.

Seth gave all Trustees a revised 2017 Budget Projection. Some discussion on the replacement of computers being considered as a Capital Project.

Seth reviewed the 10/5/15 Finance Committee meeting and discussion on Salary Plan Process at which it was agreed there was a need for additional information and surveys of various job titles, salary ranges and civil service comparisons as best possible.

Christine asked about the PA system and after some clarification and discussion Seth noted it was updates and operable.

Anne asked about the status of the question re-raised last month about the Electric Sign and Michael replied as per our previous discussion and review during the summer, as agreed, we cannot take on this change at this time. No formal vote was taken.

COMMITTEES:

Personnel:

Finance: Committee (Bill, Rose, Frank, Mike) met on 10/5/16 to review process and new concepts for 2017 salary planning. (See note in Directors report above.)

Bylaws:

Building & Grounds: Committee (Christine, Frank, Bill, Mike) met with Seth after the September Trustee meeting to discuss concerns over water pooling at the bottom of the entrance steps. Seth will review this with various sources to consider options.

Fund Raising/Friends:

Mission Statement Committee:

Policy Review:

Scholarships:

Old Business:

-Further work to exterior.

New Business:

- NA

Closed Session: NA

Announcements: NA

Next Meeting: November 15, 2016 at 4:00 PM

Adjournment: At 4:47 PM a motion to close the meeting was made by Christine with 2nd by Bill 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>Dr. Patrick Tierney</i>	<i>x</i>			
<i>Christine Williams</i>	<i>x</i>			
<i>Seth Stephens-Library Director</i>	non- voting			

Respectfully Submitted: Bill Craig Sr.