

Jefferson Township Public Library
Prepared: December 15, 2012
Meeting of: November 20, 2012

Announcement of Sunshine Compliance: This regular meeting for Tuesday, November 20, 2012 commencing at 4:05 P.M. has been properly noticed in accordance with the Open Public Meetings Act.

Roll Call of Trustees:

Rose Lange-excused, 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 made by Peg with 2nd by Frank

Approval of Minutes of Previous Meeting: Motion to approve minutes of the last meeting made by Frank with 2nd by Anne.

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

Jefferson Township Public Library Balance Sheet as of 10/31/2012

Current Period Balance

Cash Drawer	\$	30.00
Statement Savings 990500479		776,159.91
Checking Account 553006674		1,000.00
Petty Cash 553006666		229.14
Other		0.00
Total Cash		777,419.05

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

Public Portion & Guests: Jay Dunham, Bob Birmingham, Sandy Cale, Nancy Chamberlain. Jay and Bob discussed the storm and what was done, what was learned and thanked the Library staff for their help volunteering at the warming stations, etc.

Correspondence: NA

Reports of director, officers, and standing committees:

Full Director's report sent separately by Seth to all Trustees and Council members. Seth noted that the Generator process was back on track and moving ahead. Seth also gave the Trustees a copy of the audit for the year ending 12/31/11 and reviewed budget items for 2013 with a revised summary/cover document. Seth also noted he was working on an energy audit and also provided suggestions /layouts for furniture and seating plans for various sections of the Library which was open for review and he was preparing a list of the 2013 Holidays for review at the next meeting.

Personnel: NA

Finance: NA.

Bylaws: NA

Building: NA.

Fund Raising/Friends: NA

Mission Statement Committee: NA

Policy Review: NA

Scholarship: NA

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Old Business:

New Business:

-Bear-proof lid for dumpster: Still under review. Seth to consult with Township.

Closed Session: NA

Announcements: NA.

Next Meeting: December 18, 2012 at 4 PM

Adjournment: At 4:42 PM motion to close meeting made by Christine, 2nd by Bill. Approved by all.

Respectfully Submitted: Bill Craig