

Jefferson Township Public Library
 December 7, 2017
Meeting of November 21, 2017

Announcement of Sunshine Compliance: This regular meeting for Tuesday, November 21, 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-excused, Frank Bagnati-excused, Bill Craig Sr., Margaret Holbrook-excused, Rose Lange, Dr. Patrick Tierney, Michael Stewart-excused, Lary Wasserman, Christine Williams, Seth Stephens-Library Director.

Roll Call of Trustees:

	Yes	Absent/Excused
<i>Anne Augustyn</i>		x
<i>Frank Bagnati</i>		x
<i>Bill Craig Sr.</i>	x	
<i>Margaret Holbrook</i>	x	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 Rose with 2nd by Bill and approved as follows:

	Yes	NO	Absent/Excused
<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 Rose with 2nd by Dr. Tierney and approved as follows:

	Yes	NO	Absent/Excused
<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 Seth. Motion to approve the report made by Lary with 2nd by Dr. Tierney and approved as follows:

	Yes	NO	Absent/Excused
<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 10/31/17

CURRENT PERIOD BALANCE

Cash Drawer	\$	30.00	
Statement Savings (990500479)	\$	583,073.01	
Checking Account (553006674)	\$	1,000.00	
Petty Cash (553006666)	\$	154.33	
Other	\$		0.00
Total Cash	\$	584,257.34	

Bills to be approved for payment: Motion to approve bills for payment made by Rose with 2nd by Dr. Tierney and approved as follows:

	Yes	NO	Absent/Excused
<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: Jay Dunham

Correspondence: NA

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 The Library Bond Bill was approved by voters this passed Election Day. Seth also said he needs to meet with the Finance Committee (Bill, Lary, Frank, Michael) ASAP and a date was set for 12/11/17 at 3:30 PM just prior to the Trustee Meeting at 4 PM (which was moved up from 12/19)

COMMITTEES:

Personnel:

Finance: .

Bylaws:

Building & Grounds:

Fund Raising/Friends:

Mission Statement Committee:

Policy Review:

Scholarships:

Old Business:

-2018 Budget: Seth gave a revised copy of the proposed budget for 2018 to all Trustees for review and approval at the next Trustee meeting after the Finance Committee meets.

-Slate of Officer's for 2018: Proposal made to extend the term of current officers for another year. All Trustees attending this meeting agreed but final approval/vote to be conducted at the December Trustee meeting.

New Business:

-Holiday Gathering: The annual holiday gathering for staff, volunteers and Trustees/Guests was scheduled for December 11, 2017 at 2:30 PM. Trustees agreed to contribute to the expense as has been done in the past.

-Roof Extension-Wall: Seth reviewed the the proposal for entending the roof and the need for a concrete base which could also include a low wall running along the edge of the upper sidewalk which could also serve as a backdrop for flowers or a planter box.

-Closed Session: NA

Announcements: NA

Next Meeting December 11, 2017 at 4:00 PM.

Adjournment: At 4:40 PM a motion to close the meeting was made By Rose with 2nd by Bill and approved as follows:

	Yes	NO	Absent/Excused
<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.

