

Jefferson Township Public Library
Prepared: January 13, 2013
Meeting of: December 18, 2012

Announcement of Sunshine Compliance: This regular meeting for Tuesday, November 20, 2012 commencing at 4:04 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-excused, Sandy Cale, Seth Stephens. Holiday Refreshments provided prior to the meeting Thanks to the Library staff.

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

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

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

Jefferson Township Public Library Balance Sheet as of 11/30/2012

Current Period Balance

Cash Drawer	\$	30.00
Statement Savings 990500479		954,137.00
Checking Account 553006674		1,000.00
Petty Cash 553006666		226.87
Other		0.00
Total Cash		955,393.87

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

Public Portion & Guests: Jay Dunham

Correspondence: Michael noted the receipt of a Thank you note from Scholarship winner David Swerzenski

Reports of director, officers, and standing committees:

Full Director's report sent separately by Seth to all Trustees and Council members. Seth noted that work started on the Generator but 2 issues developed: 1-where the power comes into the building and once determined, 2- any extra work needed to redirect the lines if necessary. Other elements of the project are moving ahead while the issues are being resolved. The renovation of the bathrooms has been delayed due to vendor issues but the manufacturer of items in question will work toward completing the job. Seth also asked that the Trustees review and decide on the 2013 holiday schedule (see notes below). Seth also requested a meeting with the Finance

Committee- Mike, Frank, Bill, Pearlann and include Nancy- in January. Date to be determined. Reappointment letters requesting reappointment to the Library Board of Trustees were received from Michael, Frank and Pearlann and submitted to the Township for approval.

Personnel: NA

Finance: Committee to set a meeting date for some time in January at Seth's request.

Bylaws: NA

Building: NA.

Fund Raising/Friends: NA

Mission Statement Committee: NA

Policy Review: NA

Scholarship: NA

.

Old Business:

-

New Business:

-2013 Holiday Schedule: Trustees discussed proposed Holiday schedule for the Library in 2013. After some discussion a motion was made Rose with 2nd by Frank to switch from Columbus Day to the Friday after Thanksgiving. Motion approved by all. Following that change a motion was made by Rose with 2nd by Peg to approve the remaining 2013 schedule of holidays and floating holidays as proposed. Motion approved by all.

Closed Session: At 4:44 Motion to move to Closed Session made by Joe with 2nd by Christine and approved by all. At 4:50 Motion to leave closed session made by Rose with 2nd by Joe and approved by all.

Announcements: NA.

Next Meeting: January 15, 2013 at 4 PM

Adjournment: At 4:50 PM motion to close meeting made by Christine, 2nd by Peg. Approved by all.

Respectfully Submitted: Bill Craig