

Jefferson Township Public Library
Board of Trustee Meeting Minutes/Notes
Meeting of January 28, 2014

(Rescheduled from January 21, 2014)

-Meeting commenced at 4:00 PM on Tuesday, January 28, 2014.

-Attendees: Rose Lange, Bill Craig, Joseph Kraemer, Anne Augustyn, Pearlann Johnson, Frank Bagnati, Christine Williams, Michael Stewart. Margaret Holbrook-Excused and Seth Stephens-Director.

-Approval of Agenda: Motion to approve the agenda made by Rose with 2nd by Christine and approved by all.

-Approval of Minutes from Previous Meeting: Motion to approve the minutes of the last meeting (meeting of 11/19/2013) made by Rose with 2nd by Frank and approved by all. (Note due to bad weather and road conditions there was no quorum present for the scheduled December 17, 2013 meeting)

-Treasurer's Report: Read by Frank. Motion to approve made by Bill with 2nd by Joe and approved by all.

Jefferson Township Public Library Balance Sheet as of 12/31/2013

Cash Drawer	\$	30.00
Statement Savings 990500479		725,016.96
Checking Account 553006674		1,000.00
Petty Cash 553006666		236.71
Other		<u>0.00</u>
Total Cash		\$726,283.67

-Bills to be approved for Payment: Motion to approve made by Christine with 2nd by Rose and approved by all.

-Guests, Comments/Questions: Jay Dunham, Sandy Cale. Jay Dunham

noted that he has heard very nice comments about the Library programs particularly the Book Discussion Group.

-Correspondence: NA

-Reports from Director, Officers, and Committees: A full Director's report was sent separately by Seth to all Trustees and Members of the Council. Seth reviewed the process for the annual Library High School Scholarship Awards (Craig and Lang Scholarships) and it was agreed that we will move forward with the applications and make the awards based on the top two essays etc from all submissions. Seth presented dates for the Library to present its 2014 Budget and Objectives to the Council and it was agreed that he ask for time on the Council agenda for their 3/19/14 meeting. Seth also reported on the continuing problem with finding the main water line to the Library. (Subsequently resolved day after this Trustee Meeting). Seth also reported that Library Attorney Kathy Biehl filed a lien against the vendor who was renovating the restrooms for funds due back to the library and lost returned

Christine asked if any decisions/ideas have been developed regarding the use of the outdoor/road Sign. Seth noted that it is still under review.

Pearlann asked about development of a "Museum Pass" item and Seth noted at this time it appears to be an expensive program to implement.

Committees:

Personnel: NA

Finance: NA

Bylaws: NA

Fund Raising/Friends: NA

Mission Statement: NA

Policy Review: NA

Scholarship: NA

-Old Business:

-2014 Budget: Motion to approve the proposed budget as revised and to proceed with submission to the Township made by Rose with 2nd by Joe

and approved by all.

-New Business

-New Endowment Type Program: Seth presented an idea to develop an endowment program and all agreed it was worth pursuing as well as re-introducing a "Friends Group" to work on concepts like this.

-Strategic Plan and Future: Seth initiated a discussion on the future and challenges facing Libraries and asked that we give some time and thought to discussing what challenges we face? What we should start doing? And /or what we should stop doing? This needs to be part of future discussions expanding on concepts and programs raised by Trustees at this meeting with consideration being given to eventually bringing in a professional to guide the Trustees through the process toward a new Strategic Plan.

-2014 Holiday Schedule: The proposed schedule for 2014 Holidays was presented to the Trustees and all agreed they were OK as proposed.

-Closed Session: At 5:18 PM motion was made by Christine with 2nd by Rose and approved by all to move to a closed session. At 5:20 PM motion made by Rose with 2nd by Anne to return to regular session.

-Announcements: NA

-Next Meeting: February 18, 2014 at 4:00 PM

-Adjournment: At 5:30 PM a motion to close the meeting was made by Bill with 2nd by Joe and approved by all.

