

Northfield Township Area Library
Board Meeting
April 10, 2007

Meg Minnich called the meeting to order at at 7:15 p.m.

Present: Jack Hinkley, Meg Minnich, Lisa Lembke, Carol Smith, and Ron Loyd, Sandy Purrington,

Absent: Karen Neigebauer

- I. Minutes and Correspondence
 - A. Minutes: L Lembke moved to approve the minutes of March 6, 2007 as presented. Carol Smith seconded. All approved. The motion was carried.
 - B. Correspondence: No correspondence.

 - II. Additions to the Agenda:
 - A. Unfinished Business.
 - B. Discussion of Annual Report

 - III. Call to the Public: None were present.

 - IV. Directors Report: A written report was presented along with a statement from the Director.

 - V. Unfinished Business:
 - A. Committee reports
 1. Personnel/Policy Committee:
 - a. First Reading: 200.11 Employee Disciplinary Procedures
 - b. Second Reading: 200.1 Employees/Employment – motion made by S. Purrington to adopt Policy 200.1 seconded by C. Smith. Roll Call made:
Yes: S. Purrington
C. Smith
L. Lembke
J. Hinkley
M. Minnich
 - No: None
 2. Facilities Committee: A written report was submitted. Next meeting to be Thursday, April 19, 2007 at 6:30 p.m.
 - B. Annual Report: No questions.
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- VI. New Business
 - A. Committee reports:
 1. Long range planning: Discussed the Quality Services Action Checklist – Brainstormed areas to be studied, i.e. grant writing, outreach, funding, P.R. Need to post our Mission and Vision Statements in building and online. Go back and look at the Breton Group Report

VII. Financial Report:

A. Financial Report:

1. L. Lembke moved to accept and file for audit the "Corrected" financial report dated February 28, 2007. S. Purrington seconded. All approved.
2. L. Lembke moved to accept and file for audit the financial report with corrected date of March 31, 2007. J. Hinkley seconded. All approved.

B. Presentation of Bills: L Lembke moved to accept the presentation of actual and estimated bills in the amount of \$60,067.66, seconded by J. Hinkley. All approved.

VIII. Comments:

- A. M. Minnich suggest calling the library if one cannot make it to the meetings. She is also looking for someone to help out at the old Green Oak Township Hall on Sunday, April 15, 2007, 12:30 – 3:30 p.m. for a Livingston County Reads Program at which the Northfield Township Area Library is responsible for refreshments. Several have said they will check their calendars.
- B. J. Hinkley made a motion for L. Lembke to write a letter contacting the Governor and relevant legislators regarding library funding needs. C. Smith seconded. All approved.

Moved to adjourn by: L. Lembke, seconded by J. Hinkley at 8:28 p.m.

Submitted by: Carol Smith
Acting Secretary