

Northfield Township Area Library  
Board Meeting  
September 5, 2006

The Meeting was called to order by Jack Hinkley at 7:08 p.m.

Present: Jack Hinkley, Karen Neigebauer, Carol Smith, Lisa Lembke, Sandy Purrington, Ron Loyd.

Absent: Meg Minnich

Guests: None were present

## I. Minutes and Correspondence

*A. Minutes: L. Lembke moved to approve the minutes of August 1, 2006 as presented. S. Purrington seconded. All approved. The motion was carried. C. Smith moved to accept the minutes of August 22, 2006 as presented. K. Neigebauer seconded. All approved. The motion was carried.*

*B. Correspondence: No correspondence.*

## II. Additions to the Agenda

*A. There were none.*

## III. Call to the Public

*A. None were present*

## IV. Directors Report

**A.** *An oral report was presented by Marion Beard and Mike Ball.*

**B.** *Information System: L. Lembke moved to accept the proposal for the InfoScreen for the main room of the library in the amount of \$2,097.00 with the contingency added to bring the total to \$2500.00. S. Purrington seconded, all approved.*

**C.** *Patron Web access to the card catalog: The board discussed.*

## V. Unfinished Business

*A. Committee reports:*

*a) Policy Committee:*

*(1) First reading of policies:*

100.1 – Policy Manual  
Instructions

200.10 – Bereavement Pay

200.15 – Travel Expenses

b) Facility and Grounds Committee

(1) *Bathrooms – KSI plans tabled.*

(2) *Basement tuckpointing: The board discussed.*

(3) *Grounds – Drainage: The board discussed gutters.*

(4) *Additional electrical outlets on the main floor: The board discussed having DRW add two additional floor outlets on the main floor.*

(5) *Tables: The board discussed the need for new functional tables.*

**B.** *Brighton District Library/Salem-South Lyon District Library meeting: The September 14<sup>th</sup> meeting was cancelled. Legal matters were discussed.*

**VI.** New Business

*A. Outdoor sign: The board discussed*

*B. Moved to directors' report.*

*C. Seal porch floor: The board discussed.*

*D. Upstairs bookshelves: L. Lembke moved to accept the bid of \$900.00 from John Havranek for the shelving unit at the widow on the second floor north hall. K. Neigebauer seconded. All approved.*

VII. Financial Report:

**A.** *Financial Report: A financial report was not presented.*

**B.** *Presentation of Bills: L. Lembke moved to accept the presentation of actual and estimated bills in the amount of \$78,825.84. S. Purrington seconded. All approved.*

Adjournment: L. Lembke moved to adjourn at 8:00 PM.

Submitted by: Karen Neigebauer

*Secretary*