

**NORTHFIELD TOWNSHIP AREA LIBRARY
REGULAR BOARD MEETING
March 4, 2008**

M. Minnich called the meeting to order at 7:05 p.m.

Present: J. Hinkley, K. Neigebauer, C. Smith, R. Loyd, M. Minnich
(L. Lemke arrived at 7:35)

Absent: S. Purrington

Guests: Northfield Human Services Board President Nancy Enloe and the Managing Director Doug Anderson

I. Minutes and Correspondence:

A. Minutes: J. Hinkley moved to approve the February 5, 2008 minutes as presented. K. Neigebauer supported. Motion carried.

B. Correspondence: M. Minnich sent a thank you note to Lenore Zelenock & Chuck Steuer for their Parks & Recreation presentation at our February 5th meeting.

II. Additions to the agenda:

A. VI C Vision & Mission Statement

III. Call to the public: None

IV. Directors Report: A written report was presented.

V. Unfinished business:

A. Committee reports

1. Personnel/Policy Committee

a. **Policy 200.1 Employees/Employment** – Motion to accept policy as amended made by K. Neigebauer, supported by C. Smith

Roll Call Vote:

Yes: K. Neigebauer, J. Hinkley, M. Minnich, C. Smith

No: None

Motion was passed.

b. **Policy 200.3 Employment Opportunity** – Motion to accept policy as amended made by K. Neigebauer, supported by C. Smith.

Roll Call Vote:

Yes: K. Neigebauer, J. Hinkley, M. Minnich, C. Smith

No: None

Motion was passed.

B. Township Building – Presentation by Doug Anderson & Nancy Enloe of the Northfield Township Human Resource Services

1. A committee of K. Neigebauer, L. Lembke & M. Minnich was formed to decide how the library could support the Human Resource Services in their bid to buy the old fire hall.

VI. New business:

A. Annual Report

B. Building and Grounds projects for 2008

1. Back door automated
2. Storage Pod
3. Repave the parking lot
4. Fix drainage in basement
5. Book-drop
6. Janitor's room
7. Upstairs toilet

C. Vision & Mission Statement – discussed and tabled until April.

VII. Financial Report:

- A. Financial Report.: L. Lembke moved to accept and file for audit the financial report dated February 29, 2008. K. Neigebauer supported. All approved. The motion was carried.
- B. Presentation of Bills: L. Lembke moved to accept the presentation of actual and estimated bills in the amount of \$72,961.72. J. Hinkley supported. All approved. The motion was carried.

VIII. Adjournment: L. Lembke moved to adjourn the meeting at 8:45 p.m.

Submitted by Carol Smith



Carol Smith, Secretary

Correction to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~.

Wording added is underlined.