

**NORTHFIELD TOWNSHIP AREA LIBRARY
REGULAR BOARD MEETING
May 20, 2008**

The meeting was called to order by Meg Minnich at 7:30p.m.

Present: Meg Minnich, Jack Hinkley, Karen Neigebauer, Lisa Lembke, Ron Loyd

Absent: Carol Smith, Sandy Purrington

Guests: None

I. Minutes and Correspondence:

- A. Minutes:** L. Lembke moved to approve the minutes of April 1, 2008 as presented.
J. Hinkley supported. The motion was carried.

B. Correspondence: No correspondence.

II. Additions to the agenda:

- A. Remove Automated door from New Business C
- B. Add Unfinished business C: Mission/Vision Statement.
- C. Add New business C: Closed Session to discuss Real Estate Transactions

III. Call to the public: ^{Neblock cjs} Joe Lembke made some suggestions of what young adults would like at the library.

IV. Directors Report: A written report was presented.

V. Unfinished business:

A. Table Township Building

B. Priority list of renovations

- * 1. Parking lot
- * 2. Upstairs toilet
- * 3. Back door – repair the threshold
- 4. Back door – automatic opening
- 5. Drainage
- 6. Book drop
- 7. Janitor's closet
- * Due this year

C. Mission/Vision Statement: The board discussed.

VI. New Business:

A. 2008-2009 Budget – The board discussed.

B. Parking Lot – The board reviewed the bid from Alan's Asphalt Maintenance, Inc. J. Hinkley made a motion to accept the bid from Alan's Asphalt Maintenance, Inc. in the amount of \$13,657.00 with a 10% contingency. L. Lembke supported. The motion carried.

C. Closed Session to Discuss Real Estate Transactions – L. Lembke made a motion to go into closed session. J. Hinkley supported.

Roll Call Vote

Yes: J. Hinkley, K. Neigebauer, L. Lembke, M. Minnich

No: none

Absent: C. Smith, S. Purrington

Motion was passed.

L. Lembke made a motion to end the Closed Session and return to the Regular Meeting. J. Hinkley supported.

Roll Call Vote:

Yes: M. Minnich, K. Neigebauer, J. Hinkley, L. Lembke

No: none

Absent: C. Smith, S. Purrington

Motion was passed

VI. Financial Report:

A. Financial Report: L. Lembke moved to accept and file for audit the financial report dated April 30, 2008. J. Hinkley 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 \$69,075.04. J. Hinkley supported. All approved. The motion was carried.

VIII. Adjournment: L. Lembke moved to adjourn the meeting at 8:59 p.m.

Submitted by : Karen M. Neigebauer

Correction to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~;

Wording added is underlined.

Carol Smith

Carol Smith, Secretary