

**NORTHFIELD TOWNSHIP AREA LIBRARY  
REGULAR BOARD MEETING**

November 3, 2009

President M. Minnich called the meeting to order at 7:04 p.m.

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

Absent: None

Guests: No guests

**I. Minutes and Correspondence:**

A. Minutes: L. Lembke moved to approve the October 20, 2009 minutes as presented. J. Hinkley supported. Motion carried.

B. Correspondence. None

**II. Additions to the agenda:**

A. V. E. Township Bldg.

B. VI. C. H1N1 Staffing

**III. Call to the public:** No public comment

**IV. Directors Report:** An oral report was presented. Fall Festival turnout was 115 children (not including parents). It was a success. Star party was cancelled due to rain. We will be replacing one computer.

**V. Unfinished business:**

A. Committee reports

1. Personnel/Policy Committee will meet on November 17, 2009 to work on Policy #400.6 Overdue Library Materials.

B. Parking lot light – Looking over the two bids received.

C. Comfortable chair – New armchair is in place.

D. Board Workshop follow-up – Discussed the following:

How to go about getting the right of first refusal on the adjoining properties.

Finding out about grants and private funding for building purposes.

Determining our spatial needs 2-3 years out.

Setting 2012 as the target date for completion of a needs assessment.

E. Township Bldg. – discussed.

**VI. New business:**

A. Holiday pay bonus – The following put forward for this year:

Employees who have worked for less than one year, \$50.00

Employees who have worked one through four years, \$75.00

Employees who have worked five through ten years, \$100.00

Employees who have worked eleven ~~through sixteen~~ and above, \$150.00

Motion made by L. Lembke to accept as corrected above the Holiday Bonus for this year. S. Purrington supported. Motion carried.

B. December board meeting will be held on the second Tuesday of December, which is the 8<sup>th</sup>.

C. H1N1 Staffing – The library needs a minimum of two workers to remain open. If there are not two available the library will be closed.

**VII. Financial Report:**

A. Financial Report: L. Lembke moved to accept and file for audit the financial report dated October 9, 2009. S. Purrington supported. All approved. The motion was carried.

**VIII. Adjournment:** L. Lembke moved to adjourn the meeting at 8:23 p.m.

Submitted by Carol Smith

  
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Carol Smith, Secretary

Correction to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~.

Wording added is underlined.