

**NORTHFIELD TOWNSHIP AREA LIBRARY  
REGULAR BOARD MEETING**

November 11, 2008

President M. Minnich called the meeting to order at 7:10 p.m.

Present: Jack Hinkley, M. Minnich, Karen Neigebauer, Sandy Purrington (arrived at 7:15), Carol Smith, Ron Loyd

Absent: Lisa Lembke,

Guests: Michele Manning, Northfield Township Clerk

**I. Minutes and Correspondence:**

A. Minutes: J. Hinkley moved to approve the October 6, 2008 minutes as presented. C. Smith supported. Motion carried

B. Correspondence: No correspondence.

**II. Additions to the agenda:**

IV. Swearing in of trustees.

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

IV. **Swearing In:** M. Manning swore in the following trustees: J. Hinkley, M. Minnich, K. Neigebauer, S. Purrington, and Carol Smith.

V. **Directors Report:** A written report was presented.

**VI. Unfinished business:**

A. Committee reports

1. Personnel/Policy Committee

a. Special Library Closing Policy #300.2

Motion made by S. Purrington to accept policy 300.2 as presented. J. Hinkley supported.

Roll Call: **Aye:** J. Hinkley      **Nay:** None      **Absent:** L. Lembke

S. Purrington

M. Minnich

C. Smith

K. Neigebauer

The motion was passed.

B. Township Building – discussed.

C. Investments – discussed.

**VII. New business:**

A. Holiday Pay – Motion made by J. Hinkley to add \$25 to each category of Holiday Pay 2007 for the current year 2008. K. Neigebauer supported. Motion carried.

An Employee Appreciation Committee was formed consisting of C. Smith,

S. Purrington, and J. Hinkley.

- B. Audit – Pheffer, Hanniford & Paika have started the audit.
- C. December meeting – Because of the tree lighting on the first Tuesday of December the board meeting has been rescheduled for the second Tuesday, December 9, 2008.
- D. Board Communication – The board address list was updated.

**VIII. Financial Report:**

A. Financial Report: J. Hinkley moved to accept and file for audit the financial report of October 31, 2008 (wrongly dated September 30, 2008). S. Purrington supported. All approved. The motion was carried.

**IX. Adjournment:** S. Purrington moved to adjourn the meeting at 8:30 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.