

Northfield Township Area Library
Regular Board Meeting Minutes
11/16/2021

- I. Call to Order and Roll Call:
Meeting called to order at 7:00 pm by R. Spooner
Present: G. Hermann, C. Watkins, L. Strausbaugh, S. Purrington
Z. Nelson (Ex Officio), E. Charette (Ex Officio)
Absent: J. Secrist (with notice)
- II. Additions to the agenda: none
- III. Correspondence: none
- IV. Approval of Minutes:
A motion to approve the minutes from the Oct 19, 2021, meeting was made by C. Watkins, seconded by R. Spooner and was unanimously approved.

A motion to approve the minutes from the Nov 2, 2021, meeting was made by G. Hermann, seconded by L. Strausbaugh and was unanimously approved.
- V. Comments from the Public:
Faith Bjork asked about the library's plan for Christmas.
- VI. Library Director's Report:

Personnel Committee decided to meet on December 1st at 1:00pm to discuss personnel issues and board/staff relations.

We would like to move the old sign moved to the entry of parking lot, but we are unlikely to get variance from the Township.

In January the basement project begins.

The Holiday Tree lighting is December 7th, 6:30 to 7:30 with Santa. The plan is to keep activities outside.

There is a parade (Twinkle the Town) on Dec 10th at 6:30pm. The library is closed that day. It will start at the elementary school. It is sponsored by WLPS PTO.
- VII. Financial Report:
Z. Nelson presented the Financial Report from October 2021.

A motion to accept the October 2021 financial report was made by C. Watkins and seconded by S. Purrington was unanimously approved.

VIII. Committee Reports: none

IX. Unfinished Business:

a. Policy Revisions

A motion to approve Policy 300.11 Non-library Exhibits and Displays was made by C. Watkins, seconded by S. Purrington and was unanimously approved.

A motion to approve Policy 400.6 Overdue Library Materials (Excluding Electronic Devices) with a corrected amended date was made by C. Watkins, seconded by S. Purrington and was unanimously approved.

A motion to approve Policy 400.7 Replacement of Lost or Damaged Library Materials was made by L. Strausbaugh, seconded by G. Hermann and was unanimously approved.

X. New business: None

XI. Comments from the Board:

Next meeting is December 21st at 7pm, which may include a review of the audit.

XII. Comments from public: None

XIII. Adjournment: 7:21 pm

A motion to adjourn was made by G. Hermann and seconded by C. Watkins was unanimously supported.



Date: Dec 21, 2021

Gerald Hermann

Secretary Northfield Township Area Library