

**NORTHFIELD TOWNSHIP AREA LIBRARY  
REGULAR BOARD MEETING**

**Minutes**

**March 20, 2018**

**I. Call to Order and Roll Call:**

Meeting called to order at 7:01pm by Board President, M. Neblock  
Present: M. Neblock, J. Hinkley, J. Secrist, R. Spooner, C. Watkins.  
J. Erickson, Z. Nelson (Ex Officio) both absent with notice

**II. Additions to the Agenda: None**

**III. Correspondence: None**

**IV. Minutes of 2/20/2018:** A motion to approve minutes was made by J. Secrist, seconded by C. Watkins. Motion approved with unanimous vocal aye vote of those present.

**V. Comments from the Public: None**

**VI. Library Director's Report.** Reviewed and discussed by those present. Discussion of needed technology upgrades to meet patron needs, help facilitate outreach and stay on track with the library mission.

**VII. Financial Report:**

**a. Treasurer's Report/Approval of Bills:** Motion to approve made by R. Spooner, support by J. Hinkley. Motion approved with unanimous vocal aye vote of those present.

**b.** Motion to rollover current invested funds into six month CD's at the rate available at their maturity. Made by J. Secrist, seconded by J. Hinkley, approved by unanimous vocal aye vote of those present.

**VIII. Unfinished Business:**

**a. Pavilion**

- I. The latest design submitted appeared to incorporate the ideas discussed with the building committee and builder. The board discussed the design presented by Tri-County builders. A motion by J. Hinkley to approve the design was seconded by C. Watkins. The motion was approved with a unanimous vocal aye by those present.
- II. A motion to approve the cost of the pavilion with adjustment for the \$4900 prepayment and to include a \$4750 contingency fee was made by J. Secrist and seconded by J. Hinkley. It was approved by a unanimous
- III. As the library is associated with the township, J. Secrist will inquire into the waiving of township fees for the project.