

**NORTHFIELD TOWNSHIP AREA LIBRARY  
REGULAR BOARD MEETING  
Agenda  
Tuesday, September 18, 2018**

- I. Call to Order and Roll Call:
  - a. 7:05pm
  - b. J. Hinkley, J. Secrist, C. Watkins, M. Neblock, Z. Nelson (ex officio), M. Goldwyn, S. Reminck present
  - c. R. Spooner absent with notice
- II. Additions to the Agenda:
  - a.
- III. Correspondence: none
- IV. Minutes: July 17, 2018 J. Secrist moves to approve minutes as presented. Seconded by C. Watkins. No discussion; motion approved by unanimous vocal vote.
- V. Comments from the Public: none
- VI. Library Director's Report: Discussed topics touched on in report including accounting changes that are mandated by the state, healthcare reimbursement, and some community interest in forming a friends of the library group.
- VII. Financial Report:
  - a. Treasurer's Report/Approval of Bills: J. Secrist moves to approve bills and file the treasurer's report for July 2018. J. Hinkley seconded. August report not available from the township as of the meeting; it will be added to October's regular board meeting agenda. Motion approved by unanimous vocal vote.
- VIII. Committee Reports
  - a. Policy committee meeting date tbd soon to update employee handbook and review tuition reimbursement policy.
- IX. Old Business
  - a. MERS discussion: Tabled till December when more information is available regarding back investments.
- X. New Business:
  - a. Logo: Board approves use of any of the three options presented at the discretion of the staff as needed for different formats (print, online, merchandising, etc.)
  - b. Pavilion Policy: Draft was presented to the board. Approval at the October meeting pending changes.
  - c. Budget Amendments: J. Secrist moves to accept the presented budget amendments. J. Hinkley seconded. Noted by the director that these will likely change come December due to the forthcoming state accounting requirements.
  - d. Quarterly Healthcare Reimbursement: C. Watkins moves to approve the presented quarterly healthcare reimbursement. J. Hinkley seconded. No discussion; motion approved by unanimous vocal vote.
- XI. Comments from the Board:
  - a. M. Neblock states that the opening on the NTAL Board of Trustees needs to be posted. If there is a person any board member or member of staff has in mind that fits the criteria, please recommend they fill out an application.
- XII. Adjournment:
- XIII. Next Meeting: October 16, 2018

*Margaret W. Sille*  
acting secretary

11/12/18