

Northfield Township Area Library
Regular Board Meeting Minutes ~~(CONFIDENTIAL)~~
2/15/2022

- I. Call to Order and Roll Call:
Meeting called to order at 7:00 pm by R. Spooner
Present: G. Hermann, C. Watkins, S. Purrington, J. Secrist
Z. Nelson (Ex Officio)
Absent: L. Strausbaugh with notice
- II. Additions to the agenda: S. Purrington suggested discussing the policy on censorship, and policy on videoing in library.
- III. Correspondence: The Library's Attorney, Fink & Fink, mailed Gerry Hermann, NTAL Secretary, a copy of a Notice of Hearing on Petition of Jacqueline Otto, Treasurer of Northfield Township, for Cancellation of Certain Delinquent Personal Property Taxes for the Years 2008-2015, the Petition, an Order for Hearing, and a Proof of Service for the above matter.
- IV. Approval of Minutes:
A motion to approve the minutes from the Dec 21, 2021 meeting was made by J. Secrist, seconded by C. Watkins, and was unanimously approved.
- V. Comments from the Public: none
- VI. Library Director's Report:
 - The director is happy with the work on the library basement.
 - The newly installed digital sign is getting mostly positive feedback from the public. The installers did a great job. There may be an issue with the electrical in the spring as a new electrical panel may be needed.
 - The library will begin to offer a PC laptop with a hotspot. The library has grant funding for two PC laptops. There needs to be a borrowing agreement when checking out the PC laptop.
 - Unique Entity Identifier (UEI): There is an administrator/parent connected to the library's DUNs account. The administrator for this account is likely a previous Library director. Z. Nelson is having trouble getting access to the DUN account without administrator access to get a UEI.
- VII. Financial Report:
J. Secrist said there was no financial report. The township didn't provide one. There was discussion about the new township accountant.
Z. Nelson now has access to the accounting software that the township uses. They will be offering an introductory-to-accounting class for board members.

VIII. Unfinished Business:

- a. Basement: (previously discussed in the director's report.)
- b. Board Volunteer Day:
A board member can volunteer for up to 2 hours on the 2nd Tuesday of every month.

IX. New business:

- a. Election of Officers:

A motion to keep the existing slate of officers was made by C. Watkins, seconded by S. Purrington, and was unanimously approved.

President: Roger Spooner
Vice President: Sandy Purrington
Treasurer: Jack Secrist
Secretary: Gerald Hermann

- b. 2022 Meeting Dates:

A motion to accept the 2022 meeting dates as presented was made by J. Secrist, seconded by C. Watkins, and was unanimously approved.

2022 Meeting Dates:

January 18, 2022 - Canceled

February 15, 2022

March 15, 2022

April 19, 2022

May 17, 2022

June 21, 2022

July 19, 2022

August 16, 2022

September 20, 2022

October 18, 2022

November 15, 2022

December 20, 2022

- c. Committee Members:

A motion to keep the existing slate of committee assignments was made by C. Watkins, seconded by G. Hermann, and was unanimously approved.

Building committee: G. Hermann, J. Secrist, R. Spooner

Finance committee: G. Hermann, S. Purrington, J. Secrist

Personnel committee: R. Spooner, L. Strausbaugh, C. Watkins

Policy committee: G. Hermann, S. Purrington, C. Watkins

Planning committee: J. Secrist, R. Spooner, L. Strausbaugh

d. Covid Test Distribution:

The library will begin to offer Self-Testing At Home COVID-19 tests. The library staff feels it is an important community service.

e. Staff Identification:

There was a discussion regarding the staff having their preferred personal pronouns included on their name tag.

f. Policy on video taping

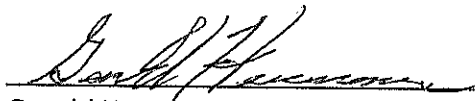
X. Comments from the Board:

- J. Secrist talked about a book recommendation.
- There was a suggestion for scheduling a Policy Committee meeting to discuss videoing in the library and the First Amendment Audit group.
- Z. Nelson said there was a copyright infringement incident involving music CDs.
- C. Watkins suggested that the new digital sign may not fit the quant feel of our library. There was discussion on adjusting the brightness.

XI. Comments from public: none

XII. Adjournment: 7:50 pm

Motion to adjourn made by G. Hermann seconded by S. Purrington was unanimously approved.


Gerald Hermann
Secretary Northfield Township Area Library

Date: 3-15-2022