

**NORTHFIELD TOWNSHIP AREA LIBRARY  
REGULAR BOARD MEETING**

**Minutes  
1/15/2019**

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

Meeting called to order at 7:00 pm by Board President, M. Neblock  
Present: M. Neblock, J. Hinkley, J. Secrist, R. Spooner, C. Watkins, Z Nelson (Ex Officio),)

Community members Faith Bjork, Joanne Bernard, Anthony McKenna

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

**III. Correspondence: None**

**IV. Minutes of 12/18/2018** A motion to approve minutes was made by C. Watkins, seconded by R. Spooner. Motion approved with unanimous vocal aye vote.

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

**VI. Library Director's Report.** Board reviewed NTAL annual report Fiscal year 2018, The year of Happiness. Growth is impressive.

**VII. Financial Report:**

a: noted for the record:

On January 7, 2019 Lenore Zelenock, Township Treasurer, invested \$200,000.00 from the Library's General Fund into a 1 year CD yielding 2.80% at State Bank. The maturity date for this CD is July 7, 2020.

On January 7, 2019 Lenore Zelenock, Township Treasurer, invested \$100,500.00 from the Library's General Fund into a 6 month CD yielding 2.50% at Flag Star Bank. The maturity date for this CD is July 8, 2019.

Noted on Feb board meeting Budget amendments reflecting year end consolidations may be required

**VIII. Unfinished Business:**

a: MERS 2018 payment Motion made by J. Secrist to approve to payment of \$4,235.58 to Municipal Employee's Retirement System (MERS) for the full-time employee retirement healthcare savings plan contribution for 2018. Seconded by C. Watkins. Accepted by unanimous aye vote

**IX. New Business**

**a: Chair-lift**

Need for chair-lift for access to upstairs offices discussed decided to address when specific need arises, with further investigation into installation of elevator.

**b: HRA transfer**

The Township Controller is transferring the \$7, 250.00 budgeted for the full-time Healthcare Reimbursement Account for FY 2019 from the Library's General Bank Account to the Library's Flex/HRA Account at 1<sup>st</sup> National Bank.

**c: Credit Card Account transfer to General Fund**

The Township Controller is transferring the \$5,000 from the Library's Credit Card Bank Account to the Library's General Bank Account at 1<sup>st</sup> National Bank.

**d: New 1st National Bank Account**

motion made by J. Seacrist for the Northfield Township Area Library to authorize the township treasurer to transition the Library General Fund account to an Insured Cash Sweep(ICS) Deposit Placement Agreement between First National Bank in Howell and the Northfield Township Area Library. Seconded by R. Spooner. Accepted by unanimous aye vote.

**e: Election of officers**

Motion made by C. Watkins to approve the following slate of officers for year 2019:

President:	M. Neblock
Vice President:	J. Hinkley
Treasurer: ,	J. Secrist
Secretary:	R. Spooner

Seconded by J. Hinkley. Accepted by unanimous aye vote.

**f: 2019 meeting dates**

Motion made by R. Spooner to approve the presented meeting schedule for 2019. Seconded by C. Watkins. Accepted by unanimous aye vote.

X. **Comments from the Board none**

XI. **Adjournment:** Motion to adjourn made by C. Watkins, seconded by R. Spooner.

Accepted unanimous aye vote. M. Neblock called the meeting adjourned at 8:16 pm.

XII. **Future Meeting: Feb 19<sup>th</sup>, 2019**

*Margaret E. Neblock 4/16/19*