

**NORTHFIELD TOWNSHIP AREA LIBRARY  
REGULAR BOARD MEETING  
MINUTES**

**Tuesday, July 19, 2016**

President M. Neblock called the meeting to order at 7:16 P.M.

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

Present: M. Neblock, J. Hinkley, K. Neigebauer, M. Minnich, Z. Nelson (Ex Officio).

Absent: S. Purrington

**II. Additions to the Agenda:** n/a

**III. Correspondence:** Resignation letter from NTAL Board Trustee J. Wafle

**IV. Minutes: June 21, 2016**

A motion was made by M. Minnich to approve the minutes from June 21, 2016 as presented. J. Hinkley seconded the motion. The motion carried by a vocal call of aye.

**V. Comments from the Public:** Jack Secrist mentioned that the downtown development group commissioned by the Northfield Township Board is developing the possibility of wellness/fitness stations around the downtown area. The library may be a good spot due to its proximity to the bike path.

**VI. Library Director's Report:** A written report was given by Director Nelson. Particular attention was given to the double taxation of 12 parcels by both Northfield Township and Dexter for library services. The board recommends Director Nelson contact the Dexter District Library Director to negotiate the best solution for all parties.

**VII. Financial Report:**

**a. Treasurer's Report:** K. Neigebauer motioned to approve the treasurer's report; M. Minnich seconded the motion. Motion carried by a vocal call of aye.

**b. Approval of Bills:**

1. K. Neigebauer motioned to pay Frank Rewold & Son \$3,532.42 for General Conditions. J. Hinkley Seconded the motion. Motion carried by unanimous vocal aye vote.
2. K. Neigebauer motioned to pay Executive Housekeeping \$740.04 for Cleanup. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
3. K. Neigebaour motioned to pay Frank Rewold & Son \$8,852.04 for Fee. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
4. K. Neigebauer motioned to pay Jacklyn Contracting \$23,000.00 for Earthwork. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
5. K. Neigebauer motioned to pay Todd's Landscaping \$2,117.70 for Landscaping. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
6. K. Neigebauer motioned to pay K&W Concrete \$4,250.10 for Concrete Flatwork. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
7. K. Neigebauer motioned to pay CI Contracting Inc. \$3,800.00 for Foundations. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
8. K. Neigebauer motioned to pay Construction Solutions \$16,969.22 for Rough Carpentry. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
9. K. Neigebauer motioned to pay Flairwood \$3,479.10 for Casework. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
10. K. Neigebauer motioned to pay Allen Brothers \$1,000.00 for Metal Roofing. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.

11. K. Neigebauer motioned to pay Tanner Supply \$455.80 for Wood Doors and Hardware. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
12. K. Neigebauer motioned to pay Overhead Door West \$868.00 for Rolling Shutters. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
13. K. Neigebauer motioned to pay Rochester Hills Contract Glazing \$954.80 for Aluminum Door, Frame, and Hardware. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
14. K. Neigebauer motioned to pay Huron Acoustical \$2,902.46 for Drywall and Lt. Gauge. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
15. K. Neigebauer motioned to pay Accurate Painting \$4,485.00 for Painting. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
16. K. Neigebauer motioned to pay Putman & Sons \$1,000.00 for Plumbing. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
17. K. Neigebauer motioned to pay Sharon's Heating & A/C \$4,213.00 for HVAC. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
18. K. Neigebauer motioned to pay Summit Electric \$19,502.40 for Electrical. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.
19. K. Neigebauer motioned to pay N2M Technology \$1,482.73 for I.T. Wiring. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.

VIII. **Committee Reports:** n/a

IX. **New Business:**

- a. **J. Waffle Resignation:** M. Minnich motioned to accept J. Waffle's resignation as of June 22, 2016 with regret, but also thanks for all J. Waffle's exceptional hard work, diligence, and dedication to the library and board, especially with regards to the library addition building committee. J. Hinkley seconded the motion. Motion carried by unanimous vocal aye vote.

1. **NTAL Board of Trustees Applications:** Applications will be available at the library for four weeks to be filled out by interested persons living within Northfield Township. Completed applications will be sealed and delivered to the Board President. Appointment will take place at the next regular board meeting. The appointed term will end at the end of 2016.

X. **Comments from the Board:** None

XI. **Adjournment:** M. Neblock called the meeting to adjourn at 8:01 P. M.

XII. **Future Meeting: August 16, 2016**

 10/18/16