

NORTHFIELD TOWNSHIP AREA LIBRARY
REGULAR BOARD MEETING
6/19/2019

- I. **Call to Order and Roll Call:**
Meeting called to order at 7:02 pm by Board President, M. Neblock
Present: M. Neblock, J. Hinkley, R. Spooner, C. Watkins, A. McKenna, J. Secrist, Z Nelson (Ex Officio), M. Goldwyn (Ex Officio)
- II. **Additions to the agenda:** Comp day for employee participation in 4th of July Library activities.
- III. **Correspondence:** Letter addressed to Board president and vice-president from patron expressing concern regarding fee assessments. Discussed by board and support was given for library's action and implementation of policy.
- IV. **Minutes of 5/21/2019.** A motion to approve the minutes was made by J. Secrist, seconded by A. McKenna, and was unanimously approved.
Minutes for special meeting on 5/15/2019. A motion to approve the minutes was made by A. McKenna, seconded by R. Spooner, and was unanimously approved.
- V. **Comments from the Public:** None
- VI. **Library Director's Report.** Reviewed by board. Discussion of how to assist township to meet expected timely processing of financial matters. The Board requested the director resubmit minutes of 3/19/2019 board meeting authorizing township actions that have not yet been completed.
- VII. **Financial Report.** Reviewed.
 - a. Motion to approve previously tabled report for April was made by A McKenna, seconded by C. Watkins and approved unanimously.
 - b. Motion to approve report for May was made by R. Spooner, seconded by A. McKenna and approved unanimously

- e. **Debt Service;** was discussed in Directors report
- f. **Administration Fee**
- g. **Pavillion Sign:** Has been ordered

IX. **Comments from the Board:** J. Secrist commended the library staff for their commitment to the library and community.

X. **Adjournment:** M. Neblock adjourned the meeting at 8:20 p.m.

XI. **Next Meeting: 7/15/2019**

A handwritten signature in cursive script, likely belonging to M. Neblock, is centered on the page below the meeting minutes.