

**NORTHFIELD TOWNSHIP AREA LIBRARY
REGULAR BOARD MEETING
MINUTES
Tuesday, March 21, 2017**

- I. **Call to Order and Roll Call:**
a. Meeting was called to order at 7:00 pm by J. Hinkley.
b. Present: C. Watkins, J. Erickson, J. Secrist, J. Hinkley, Z. Nelson, (ex officio)
- II. **Additions to the Agenda:** None
- III. **Correspondence:** None
- IV. **Minutes: February 21, 2017**
J. Secrist made a motion to approve minutes as presented; J. Erickson seconded. Motion approved with unanimous vocal aye vote.
- V. **Comments from the Public:** none
- VI. **Library Director's Report:**
a. A written report was presented by Director Nelson and read by the Board.
b. Dates noted:
Staff and Trustee meet and greet Friday, March 31 at 9:30 am.
Primary budget meeting first of May (to be determined)
- VII. **Financial Report:**
J. Erickson moved to accept the February 28, 2017 financial report, J. Secrist seconded. Motion carried with a unanimous vocal aye vote.
- VIII. **Building Committee Report:**
Shed removal and site preparation discussions and timeline to continue for Gazebo construction. Ongoing consideration of shed kits. Additional bids expected for construction/kits.
- IX. **Unfinished Business:**
a. Gazebo: See VIII. a. Building Committee
- X. **New Business**
a. Budget Amendment: Motion by J. Erickson to approve the budget amendment amounts for fiscal year 2016-2017 as presented to have GL271-226-734 Bonuses amended to \$5000; GL271-270-803 Legal amended to \$8000; and, GL 271301-910 Insurance amended to \$15,000. Motion seconded by C. Watkins. Motion carried with unanimous vocal aye vote.
b. Northfield Township Administration Fee \$11,500. Motion by J. Erickson to pay the Township their annual fee of \$11,500 for fiscal year 2016-2017. Seconded by C. Watkins. Motion carried with unanimous vocal aye vote. J. Secrist will discuss fee for future years with Township Treasurer Zelenock.
c. Land Contract Payment \$3214. Motion by J. Erickson to pay the Township \$3214 for the debt service on the land contract for fiscal year 2016-2017.
- XI. **Comments from the Board:** none
- XII. **Adjournment:** 7:59 pm
- XIII. **Future Meeting: April 18, 2017**

