

Northfield Township Area Library
Regular Board Meeting Minutes
05/16/2023

- I. Call to Order and Roll Call:
The meeting called to order at 7:00 pm by R. Spooner
Present: S. Purrington, G. Hermann, C. Watkins, J. Secrist, L. Strausbaugh
Absent with notice: Z. Nelson (Ex Officio)
- II. Additions to the agenda: Financial Motions
- III. Correspondence: There was an appreciation card to the board from Libby Conger.
- IV. Approval of Minutes:
A motion to approve April 18, 2023, minutes, made by Jack and seconded by Carl, was unanimously approved.
- V. Comments from the Public: none
- VI. Library Director's Report:
 - a. The board discussed the TIF (Tax Income Funding) money for the DDA.
 - b. The next Pete's Press will include a statement from the board.
- VII. Financial Report:

Jack presented financial reports and discussed them with the board. Jack reports that everything looks fine.

The board discussed the tentative budget. The estimates on the budget should be close to last year.

The board also discussed the library investments along with potential investment motions. There was some concern regarding the Michigan Class investment issuer.

A motion to accept the May 2023 financial report, made by Sandy and seconded by Carl, was unanimously approved.
- VIII. Committee Reports:
 - a. The Personnel Committee will meet before the next board meeting.
- IX. Unfinished Business:
 - a. Patio/Gazebo
The Building and Grounds Committee will meet in the future to discuss.
 - b. Community Needs Assessment
The assessment is still in progress. We will review it next month.

- X. New Business:
a. Employee Handbook

A motion to approve the proposed changes to the Employee Handbook, Standard of Dress, was made by Sandy, seconded by Carl, and was unanimously approved.

The board decided to table the motion to approve the changes to Benefits for Employees with an updated provider until the director can clarify.

- b. Investments:

There was a discussion regarding a potential motion to transfer the cash of \$778,932.75 from the State Bank General Fund account to the MI Class account and close the State Bank General Fund account. Some questions still need to be answered, so the board decided to table it until next month.

A motion to invest all of the funds from:

- the Flagstar CD, maturing on May 22, 2023,
- the MSUFCU CD, maturing on June 12, 2023,
- and the MSUFCU CD, maturing on June 8, 2023

into 3 (three) new CDs for approximately one year at the optimal rate available, made by Jack, seconded by Sandy, was unanimously approved.

- XI. Comments from the Board: none
XII. Comments from the Public: none
XIII. Adjournment: 7:45 pm

A motion to adjourn by Carl, seconded by Sandy, was unanimously approved.



Gerald Hermann

Secretary Northfield Township Area Library

Date: 6-20-23