

**NORTHFIELD TOWNSHIP AREA LIBRARY
REGULAR BOARD MEETING
MINUTES
Tuesday, May 16, 2017**

- I. **Call to Order and Roll Call:**
- a. Meeting was called to order at 7:02 pm by J. Hinkley.
 - b. Present: C. Watkins, J. Erickson, J. Secrist, J. Hinkley, Z. Nelson, (ex officio)
 - c. Absent with notice: M. Neblock
- II. **Additions to the Agenda:** None
- III. **Correspondence:** (see Director's Report)
- IV. **Minutes: April 18, 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. Retention Pond. Fanning Howey job visit observed water drainage with retention pond area. Subsequent Email's sent by the Project. Superintendent to Boss Engineering about actions that could be taken to get it to work as designed. Boss emails followed with options for improvement of drainage. Not yet resolved.
 - c. Washtenaw Reads. C. Watkins and J. Erickson volunteered to read two booked each for the project.
- VII. **Financial Report:**
- C. Watkins moved to accept the February 28, 2017 financial report, J. Secrist seconded. Motion carried with a unanimous vocal aye vote.
- VIII. **Committee Reports:** None
- IX. **Unfinished Business:**
- a. Gazebo: Tim Seville's bid accepted. Waiting for ground to dry after rainy week before starting. The shed will then be ordered and built by Home Depot.
 - b. Primary Budget Meeting. Z. Nelson and J. Secrist reported NTAL budgets in good shape. Detail in June.
 - c. Headlee Amendment. Discussion postponed.
 - d. Personnel Committee Meeting: Scheduled for Thursday May 18 @ 7pm.
- X. **New Business**
- a. Investment Policy:
 - Motion by C. Watkins to transfer \$150,000 out of Fund #271 into Capital Fund Revenues Account #405. Seconded by J. Secrist. Motion carried by unanimous aye vote.
 - Motion by J. Secrist that the Library resolve to invest some or all of the Capital Fund in appropriate vehicles per NTAL investment policy. Seconded by C. Watkins. Motion carried with unanimous aye vote.
 - b. Full-time annual bonuses: Per the 2016-2017 NTAL Budget the library's full-time employees are to receive their annual bonus in the next pay cycle. The amounts are Marion Beard \$5,724.07, Mary Ferguson \$5,995.54, and Zaley Nelson \$8,669.32
- XI. **Comments from the Board:** J. Secrist noted the Oral History project will provide good publicity for the Library.
- XII. **Adjournment:** 7:56 pm
- XIII. **Next Meeting:** June 20, 2017

