

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

Tuesday, May 19, 2015

President M. Neblock called the meeting to order at 7:05 P.M.

I. Call to Order and Roll Call:

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

Absent: J. Wafle

II. Additions to the Agenda:

a. **X.c. Northfield Township Historical Society Lawn Use Request**

III. Correspondence: See New Business c

IV. Minutes: April 21, 2015

A motion was made by S. Purrington to approve the minutes from April 21, 2015 as amended. K. Neigebauer seconded the motion. The motion carried by a vocal call of Aye.

V. Comments from the Public: None

VI. Library Director's Report: A written report was given by Director Nelson, including operating and building project budgets, benefits, investments, the annual fee paid to the Township, and a list of summer programs. All budget paperwork is to be reviewed in preparation for the June 16th budget meeting. The library board expressed concern over the change in the annual fee and is requesting a meeting with the township for further explanation of figures procured from the township manager's report.

VII. Financial Report:

a. **Treasurer's Report/Approval of Bills:** K. Neigebauer motioned to approve the treasurer's report and bill payments as presented. M. Minnich seconded. The motion carried by a vocal call of aye.

VIII. Committee Reports:

a. **Building Committee Report:** Some interior finishes were discussed, specifically carpeting in the addition. The board suggests pricing out the selected broadloom and carpet tile samples to help foster a final decision. Additionally, Gene from Rewold will be meeting with the committee on Wednesday, May 27 at 9:30am to go over the final construction drawings.

b. **Personnel Committee:** Fringe benefits were discussed. Flexible spending accounts can no longer be used by the library because they must be connected to an approved health insurance plan.

IX. Unfinished Business:

a. **Investment Policy:** Tabled pending policy committee review (most likely before the regular board meeting in August 2015)

X. New Business:

a. **Bonuses:** S. Purrington made a motion to give one time bonuses to full time employees in the following amounts: Marion Beard \$4,250.10, Mary Ferguson \$5,210.00, Zaley Nelson \$7,347.70. J. Hinkley seconded the motion. The motion carried by a vocal call of aye.

b. **PNC Financing:** Our accountant, John Pfeffer, after reviewing the building project budget, recommends financing \$600,000 for the building project. M. Minnich made a motion to finance \$600,000 of the 2015/2016 library addition project through PNC Bank. S. Purrington seconded the motion. A roll call vote was called:

K. Neigebauer: Aye

S. Purrington: Aye

J. Hinkley: Aye

M. Minnich: Aye

M. Neblock: Aey

J. Wafle: Absent

Motion Carried

- c. **Northfield Township Historical Society Lawn Use Request:** The Historical Society's President, Ms. Jennifer DeLisle, contacted M. Neblock regarding the use of the library's lawn for their annual picnic on Thursday, July 23, 2015 from 6pm-8pm. The board discussed policy guidelines, liability concerns, staffing, parking and cleanup. M. Neblock will inform J. DeLisle via email to contact Z. Nelson about the details of the event.

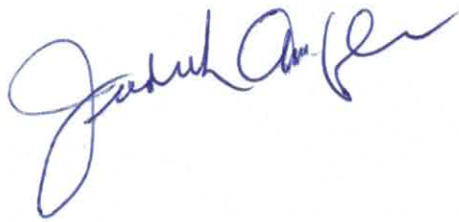
XI. Comments from the Board:

S. Purrington noted that Northfield Human Services is having difficulty procuring funding from the township for the People's Express to decrease the cost to residents of transportation to surrounding communities due to liability insurance.

XII. Adjournment:

M. Neblock called the meeting to adjourn at 8:42 P. M.

XIII. Future Meeting: June 16, 2015

A handwritten signature in blue ink, appearing to read "J. Wafle", is written across the lower middle section of the page.