

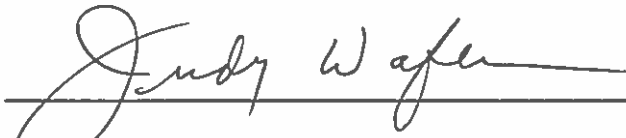
**NORTHFIELD TOWNSHIP AREA LIBRARY  
REGULAR BOARD MEETING  
MINUTES  
Tuesday, May 6, 2014**

President Margaret Neblock called the meeting to order at 7:08 P.M.

- I. **Call to Order and Roll Call: Present: Margaret Neblock, Jack Hinkley, Karen Neigebauer, Sandy Purrington, Judy Waffle and Zaley Nelson (ex Officio)**
- II. **Additions to the Agenda: None**
- III. **Correspondence: None**
- IV. **Minutes: April 8, 2014 Sandy Purrington moved to approve the minutes as amended and Meg Minnich seconded the motion. All approved Motion carried**
- V. **Comments from the Public: None**
- VI. **Library Director's Report: An oral report was given. Topics discussed were The Small World Conference at Mackinaw Island attended by Meg and Mary. Conference was a success. Still waiting for the Envision Ware to be purchased; the online payment program still being investigated for best option; Website to be up and running soon and board members will receive email with website address and pass word for the purposes of review . Also proposed budget still in process to be reviewed.**
- VII. **Financial Report**
  - a. **Treasurer's Report: :\$26,000 Tax credit received but to be reflected in June's financial report due to time of receipt of funds. Karen Neigebauer moved to accept the financial report and Meg Minnich seconded the motion. All approved. Motion passed.**
  - b. **Approval of Bills: none presented for approval**
- VIII. **Committee Reports**
  - a. **Building Project Committee:**
    - i. **Review Proposals A discussion of proposal received Fanning/Howey Associates, Quinn/Evans Architects and Merritt Cieslak. It was determined that two architect firms to be interviewed were Fanning/Howey and Cieslak by the full board for the final selection. It was suggested that Margaret Neblock write a letter to previous architect Penschansky Whisler to thank him for his work to date. Based on previous history it was considered prudent to withdraw his firm for consideration. A meeting is set for Monday May 12<sup>th</sup> 1 PM.**
    - ii. **Select Firms to Interview**
    - iii.
  - b. **Building and Grounds Committee: None**
  - c. **Finance Committee: Budget Meeting set for Thursday, May 8<sup>th</sup> at 3 Pm**
  - d. **Personnel Committee:**
    - i. **Employee Benefits Zaley Nelson discussed the benefit package put forward as a flexible spending, fringe benefit packet catastrophic health coverage, dental, vision, healthcare reimbursement, life/AD&D,short term, long term disability , pension for full time employees and a Wellness program for all employees. Wellness program to be determined by staff and director presented to board at later date for approval.**
    - ii.
  - e. **Policy Committee: No report meeting date to be determined.**
  - f. **Planning Committee: No Report**

- IX. Unfinished Business:**
- a. **By – Laws set for workshop discussion**
  - b. **Workshop, Saturday, May 31, 2014 9 am-Noon**
  - c. **Township Annual Fee Township workshop meeting was attended by Margaret Neblock. At this Township Workshop, the question of overhead was suggested removed from the fee. Final decision to be made by the Township Board at their regular meeting.**
- X. New Business:**
- a. **ING 457 Plan A discussion was made on the ING Distribution Options Summary for Governmental 457(B) Deferred Compensation Plans . A motion to approve the ING Distribution Options Summary for Governmental 457(B) Deferred Compensation Plans was made by Sandy Purrington and seconded by Meg Minnich. All Approved. Motion carried.**
  - b.
  - c.
- XI. Comments from the Board: Sandy Purrington gave SNAPS to Margaret Neblock for her restrain and professionalism at the Township Board Workshop Meeting. Sandy also gave SNAPS to Zaley Nelson for her all of her work for the building proposals and financial and budgetary work done to date.**
- XII. Adjournment:**
- XIII. Next Meeting scheduled : June 3, 2014**

Submitted by Judy Wafle



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Judy Wafle, Secretary

Correction to the originally issued minutes is indicated as follows:

Wording removed is ~~stricken through~~.

Wording added is underlined.