

Northfield Township Area Library
Regular Board Meeting Minutes [REDACTED]
4/20/2021

- I. Call to Order and Roll Call: Meeting called to order at 7:01 pm by R. Spooner
Present: J. Secrist, G. Hermann, C. Watkins, S. Purrington, L. Strausbaugh, Z. Nelson (Ex Officio),
Guest: Hillary McGraw
(In-person meeting in the library)
- II. Additions to the agenda: Library donations: New painting from 1979
- III. Correspondence: none
- IV. Approval of Minutes:
A motion to approve the minutes from the March 16, 2021 meeting was made by J. Secrist, seconded by C. Watkins, and was unanimously approved.
- V. Comments from the Public: none
- VI. Library Director's Report:

Z. Nelson:
 - Landscaping did a great job.
 - There has been only 63 COVID cases in 48189, staff comfortable staying open.
 - Patrons that are unable or unwilling to wear a mask will be provided curb-side service.
 - Internet Hotspots: We have 30 units (\$1200/yr for 10, unlimited data) They are very popular.
- VII. Financial Report:
J. Secrist presented the Financial Report from March 31, 2021.
Another CD matured on April 15: \$106,000 Flag Star
A motion to alert the Northfield Township treasurer to continue the matured CD for 1 year duration was made by J. Secrist and seconded by C. Watkins was unanimously approved.

A motion to accept the financial report was made by S. Purrington and seconded by L. Strausbaugh was unanimously approved.
- VIII. Unfinished Business:
 - a. Digital sign bids
Recommend reading the bids closely. Send in any questions.

A motion to proceed with Fast Signs subject to clarification of the warranty and authorize down-payment of 50% of the bid was made by J. Secrist and seconded by R. Spooner was unanimously approved.

Policy committee to meet to provide guidance on what is the policy for messages that will get posted on the sign.

- b. Revised Organizational Chart
Creation of Outreach manager full-time position

A motion to approve the organization chart with the change in full-time positions was made by S. Purrington and seconded by R. Spooner was approved. G. Hermann voted to oppose.

- c. Revised Pay Scale

A motion to adopt the revised pay-scale (Appropriations) was made by S. Purrington and seconded by L. Strausbaugh was unanimously approved.

IX. New business:

- a. Hillary McGraw:

- Fund raising ideas: PledgeCents, KickStarted, gofundme, Facebook-birthday type donations, auctions, raffle of donated items.
 - Cricut Machine: Iron-on, vinyl printer. Include in newsletter
 - Book-bike.
- Money needs to get ear-marked.

- b. Hillary McGraw: Amazon could have locker pickup site at Library

X. Comments from the Board:

R. Spooner asked about the Teen Advisory Board, would they like to meet the board?

J. Secrist talked about the Historic marker (paid for by specific donations)

XI. Comments from the public: none

XII. Adjournment: 8:26 pm

A motion to adjourn was made by G. Hermann and seconded by S. Purrington was unanimously supported.


Secretary