

NORTHFIELD TOWNSHIP AREA LIBRARY
REGULAR BOARD MEETING
Minutes
11/20/2018

- I. **Call to Order and Roll Call:**
Meeting called to order at 7:00 pm by Board President, M. Neblock
Present: M. Neblock, J. Hinkley, R. Spooner, C. Watkins, J. Secrist , Z Nelson (Ex Officio), M. Goldwyn, guest John M. Pfeffer, C.P.A.
- II. **Additions to the Agenda:** None
- III. **Correspondence:** None
- IV. **Minutes of 10/16/2018** A motion to approve minutes was made by J. Secrist, seconded by C. Watkins. Motion approved with unanimous vocal aye vote.
- V. **Comments from the Public:** : Faith Bjork attended and commented on the interview process for the new trustee.
- VI. **Library Director's Report.**
 - a. Reviewed, discussed: securing front entrance as advised by law enforcement, complete report accepted by board.
- VII. **Financial Report:**
 - a. **Treasurer's Report/Approval of Bills:** Motion to approve made by R. Spooner, support by C. Watkins. Motion approved with unanimous vocal aye vote.
Discussed township search for new company to handle investments in Treasury CD's
- VIII. **Unfinished Business:** None
- IX. **New Business:**
 - a. Audit; Presented by J. M. Pfeffer , advised a defined capital expense plan, which already exist. J. Secrist moved to accept audit. Seconded by J. Hinkley. Approved by unanimous aye vote.
 - b. Trustee Selection Committee; Committee formed with C. Watkins and J. Secrist. They will contact and do preliminary interviews with applicants.
 - c. Tuition Policy; Presented to board to be in accord with employee contracts. C. Watkins moved to approve. Seconded by R. Spooner. Approved by unanimous aye vote.

d. Holiday Bonus; report of anticipated bonuses presented to board. . J. Hinkley moved to approve. Seconded by C. Watkins. Approved by unanimous aye vote.

e. MERS; tabled

X. Comments from the Board none

XI. Adjournment: M. Neblock called the meeting adjourned at 8:03 pm.

XII. Future Meeting: 12/18/18

A handwritten signature in cursive script, appearing to read "David Jones", is written in the center of the page.