

**NORTHFIELD TOWNSHIP AREA LIBRARY
REGULAR BOARD MEETING
November 12, 2013**

President M. Neblock called the meeting to order at 7:02 pm

I. Call to Order and Roll Call:

Present: Jack Hinkley, Meg Minnich, Margaret Neblock, Karen Neigebauer, Carol Smith, Sandy Purrington and Zaley Nelson (ex officio)

Absent: No one

Guests: Sally Gates and Judy Wafle

II. Additions to the agenda: XI. B. Staff In-Service Day

III. Correspondence: Card from Audrey Bisard passed around.

IV. Minutes:

S. Purrington moved to approve the October 1, 2013 minutes as corrected. K. Neigebauer supported. Motion carried.

V. Comments from the public: No public comment.

VI. Staff Introduction: Brent Doil – no show.

VII. Library Directors Report: A written report was presented.

VIII. Financial Report:

A. Treasurer's Report

B. Approval of Bills:

K. Neigebauer moved to accept and file for audit the financial report dated October 31, 2013. M. Minnich supported. All approved. The motion was carried.

IX. Committee Reports:

A. Building Project Committee: searching for copy of Title Insurance.

B. Building and Grounds Committee

1. Back lot clean up: discussed, need a dumpster.

2. New fence:

Motion made by S. Purrington to approve contracting All Arbor Custom Fence to put up a privacy fence 12" from the property line for \$4,344.00 with a 10% contingency. J. Hinkley supported. Motion carried.

C. Finance Committee: to meet November 20, 2013, 11:00 am at the library.

D. Personnel Committee

1. Employee Manual:

S. Purrington made a motion to approve the Employee Handbook as corrected. M. Minnich supported. Motion carried.

E. Policy Committee: Board photo taken, next meeting TBD in January.

F. Planning Committee: K. Neigebauer, M. Minnich and M. Neblock volunteered.

X. Unfinished Business:

A. 25th Anniversary: S. Purrington volunteered to be the board representative for the committee with Z. Nelson and staff.

XI. New business:

A. Rescind Policy 200.11 Employee Disciplinary Procedure

S. Purrington made a motion to rescind Policy 200.11 Employee Disciplinary Procedure. K. Neigebauer supported.

Aye	Nay	Abstain
M. Minnich		
S. Purrington		
K. Neigebauer		
M. Neblock		
J. Hinkley		
C. Smith		

Motion carried.

XII. Comments from the Board:

M. Minnich suggested the library look into getting a defibrillator.

M. Neblock loves the new chalk wall.

XIII. Adjournment: C. Smith moved to adjourn the meeting at 8:24 pm. M. Neblock supported. Motion carried.

XIV. Future Meeting: December 10, 2013

Submitted by Carol Smith



Carol Smith, Secretary

Correction to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~.

Wording added is underlined.