

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

**Tuesday, October 7, 2014**

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

**I. Call to Order and Roll Call:**

Present M. Neblock, J. Hinkley, K. Neigebauer, J. Wafle (A quorum is present)

Absent: M. Minnich, S. Purrington

**II. Additions to the Agenda: None**

**III. Correspondence: None**

**IV. Minutes:**

July 1, 2014 Minutes were read.

J. Hinkley made the motion to approved as corrected; K. Neigebauer second, vocal vote called all ayes ,motion carried.

Minutes for September 2, 2014 were read. K. Neigebauer made the motion to approve the minutes. J. Hinkley seconded. Vocal vote called all ayes, Motion passed.

**V. Comments from the Public: None**

**VI. Library Director's Report:** Z. Nelson presented written directors report which was read and discussed.

Among the items on the report, Z. Nelson mentioned that she had an upcoming meeting with the Kiwanis October 13<sup>th</sup> asked if anyone wanted to join her at this meeting. J. Wafle volunteered to go.

**VII. Financial Report:** Financial Records were still not received from the Township. All records tabled until the Board is able to review written records.

**1. Treasurer's Report:**

**2. Approval of Bills:**

**VIII. Committee Reports**

**1. Building and Grounds Committee:**

1. Architect Update: Contract received from Fanning and Howey which will be sent to our attorney for review.
2. Two contracts from Rewold & Sons (Construction Mnager) were on the table for review. Both were standard forms. 1. Agreement NBetween Owner and Architect. 2. Agreement between Owner and Cnstruction manager.The Architectural contract will be sent to our attorney for law review.
3. The Contracts between the Construction Mangers were discussed. The first Contract: Stand Form of Agreement between Owner and Construction Manager as Advisor was reviewed. J. Hinkley made the motion to accept contract Document C132-2009 Agreement Between owner and Construction Manger as presented. K. Neigebauer seconded this motion. Roll Call Vote required and as a quorum was present Roll Call was called. M. Neblock, Aye, K. Neigebauer, Aye; J. Hinkley, Aye, J. Wafle, Aye. Motion carried The Second Contract for General Conditions was discussed. K. Neigebauer made the motion to accept as presented Document A232-2009 General Conditions of the Contract for Construction. Roll Call Vote Required. Quorum present. M. Neblock, Aye, K. Neigebauer, Aye, J. Hinkley, Aye, J. Wafle, Aye. Motion carried.

4. Goals Table till next meeting

2. **Personnel Committee:** None

3. **Policy Committee:** None

4. **Planning Committee:** None

IX. **Unfinished Business:** None

X. **New Business**

1. Meg's Health Update. M. Minnich is recovering and doing well. Board will send flowers.

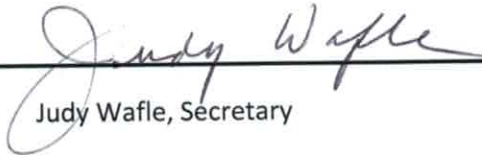
2. By Laws. J. Wafle explained the request to move the Regular Board Meeting date from the 1<sup>st</sup> Tues the month to the third Tuesday. This will allow the Township to close their books and present us with a finalized monthly financial report. This will allow the Board to vote on completed financial reports instead of amended reports. J. Hinkley explained that this change would also take into consideration of moving meeting dates to accommodate elections and other various events.

XI. **Comments from the Board:** None

XII. **Adjournment:** J. Hinkley made motion to adjourn

XIII. **Future Meeting:** November 11, 2014

XIV. Submitted by Judy Wafle



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Judy Wafle, Secretary

Corrections to the originally issued minutes is indicated as follows:

Wording removed is ~~stricken through~~.

Wording added is underlined.