

**NORTHFIELD TOWNSHIP AREA LIBRARY**

**REGULAR MEETING**

**Tuesday, September 3, 2013**

Margaret Neblock called the meeting or order at 7:00 pm.

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

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

**Absent:** Carol Smith

**Guests:** No guests were present.

**II. Additions to the Agenda:** There were none.

**III. Correspondence:** There was none.

**IV. Minutes:** S. Purrington moved to approve the minutes of the Special Board meeting dated June 24, 2013 as presented. M. Minnich supported. The motion carried. S. Purrington moved to approve the minutes of August 6, 2013 as presented. M. Minnich supported. The motion carried.

**V. Comments from the Public:** There were none.

**VI. Staff Introduction:** No staff members were present.

**VII Library Director's Report:** A written and oral report was presented.

**VIII. Financial Report:**

**a. Treasure's Report:** No comment from the Treasurer.

**b. Approval of Bills:** S. Purrington moved to accept and file for audit, the Financial Report and Approval of Bills dated July 31, 2013. M. Minnich supported. The motion carried. S. Purrington moved to accept and file for audit, the Financial Report and Approval of Bills dated August 31, 2013. M. Minnich supported. The motion carried.

**IX. Committee Reports:**

**a. Building Project Committee:** Committee did not meet.

**b. Building and Grounds Committee:** Committee did not meet.

**c. Finance Committee:** Committee did not meet.

**d. Personnel Committee:** Committee did not meet.

e. **Policy Committee:** Written and oral report was presented.

f. **Planning Committee:** Committee did not meet.

**X. Unfinished Business:**

a. **Railroad right of way:** The board discussed.

**XI. New Business:**

a. **Policy 300.3 Emergency Closing:** S. Purrington moved to adopt Library Policy 300.3 Emergency Closing, as amended. J. Hinkley supported. Roll Call Vote

Aye: J. Hinkley, M. Minnich, S. Purrington, M. Neblock, K. Neigebauer

Nay: Absent: C. Smith

The motion carried.

b. **Policy 300.7 Internet Use:** M. Minnich moved to adopt the revised policy 300.7 Computer and Internet Use. K. Neigebauer supported. Roll Call Vote

Aye: J. Hinkley, M. Minnich, S. Purrington, M. Neblock, K. Neigebauer

Nay: Absent: C. Smith

The motion carried

**XII. Comments from the Board:** No comments.

**XIII. Adjournment:** J. Hinkley moved to adjourn the meeting at 8:16 p.m.

**XIV. Future Meetings:** October 1, 2013

Submitted by Karen Neigebauer ( acting secretary)

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Karen Neigebauer, Treasurer



Corrections to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~.

Wording added in underlined.