



Board of Directors Meeting
Thursday, February 21, 2019

Members Present: Martha Nork, Linda Bolam, Will Bastien, Linda Bastien, Claire Kreher, Linda Schwelnus, Betty Kaiser, Suzanne Braverman, Carol Murray, Denise Stacer, Karen Fehl, Assistant Library Director, and Laura Mancini, Library Director
Members Absent: Regina Mingela, Stephanie Seyfarth, Chris Litka, Scott Frush, and Jim Morche
Guest: Marilyn Randall

- I. Call to Order
 - A. The meeting was called to order by President, Martha Nork, at 7:03 PM.

- II. Approval of Agenda
 - A. The agenda was APPROVED as presented.
 - B. Laura Mancini was introduced to the Board as the new Northville District Library Director. We look forward to working together in the future.

- III. Review of Minutes
 - A. The FNDL Board meeting minutes of December 13, 2018 were reviewed and APPROVED with no additions or corrections.

- IV. President's Report- Martha Nork
 - A. Suzanne Braverman has been appointed to the FNDL Board as a Member-at-Large.
 - B. Rain Bags for the Circulation Desk have been ordered. We purchased 6000 bags at an estimated cost of \$1800.00.
 - C. We received a letter from Community Financial with a \$250.00 donation made in honor of their Board member, Teresa Folino.
 - D. The FOML conference, "Meeting the Challenge", is being held on Thursday, April 4th from 9 AM to 3 PM at the Novi Public Library. All

interested Board members are invited. Registration is \$25 per person. The Registration deadline is March 22.

V. Library Director's Report - Laura Mancini

- A. Laura began in her new position on February 14, 2019. She is learning the operation and meeting new people, including Friends members.
- B. The newly elected Library Board of Trustees started their terms in January. The newest members of the Board are Tom Thompson and Suzanne Schimanski-Gross. Both trustees have had prior experience with the Northville Library.
- C. The recent inclement winter weather has impacted library hours and circulation of materials.
- D. The newest Library Newsletter will be going out. You will find information on the upcoming Battle of the Books, March 13th, and the new Neighborhood Library Association discussion program, Let's Talk About It. The first program, March 9th, is "Autism", with a speaker who has authored books on children with autism. "Bullying" will be the September topic and will be held at the Northville Library. The programs are aimed at the 4-12 year old age group.
- E. National Library Week is in April. The Neighborhood Library Association is presenting Charlie LeDuff, a local author and reporter, on Thursday, April 11th, at 7 PM, at the Novi Public Library. Register at: novi.library.org, or call 248-349-0720.
- F. Recent donations to the Library
 1. Fresh Thyme, who will donate \$1.00 to the Library for every reusable bag purchased in March.
 2. Amazon Smile - 0.5% of the amount of every Amazon purchase made by the Library will be designated to benefit the FNDL as their Smile beneficiary. Some Library staff have also chosen the Friends for their personal purchases from Amazon. Linda Schwelnus restated the Friends' efforts with Amazon Smile to purchase and name FNDL, which also benefits the library.

VI. Secretary's Report - Linda Bolam

- A. Thank you note to the Friends from Jean Hanson for our book donation in memory of her husband was read by Linda.
- B. A request was made for a volunteer to cover Linda's secretarial duties when she is on vacation. Denise Stacer kindly volunteered to take the March meeting minutes.

VII. Treasurer's Report - Martha Nork (for Scott Frush)

- A. The year-end report, dated December 31, 2018, reported Assets of \$62,423.26. A new CD was purchased for \$10,000 on 12/18/18 at a rate of 2.75%. Expenses totaled \$66,014.90, 234% of the budgeted expenses for 2018. Extra expenses partially accounted for by the new items needed for the Read to Me bags. Also, there were special Wish List requests made by the library for the Merlin Pro HD/OCR and the furniture and equipment for the new Community Room.
- B. As of January 31, 2019 Assets are \$64,798.88. Income thus far in 2019 is \$2,610.20. Another CD was purchased for \$10,000.00 on 1/09/19. Linda Schwelnus also filed the sales tax form for the Used Book Sales.
- C. Scott Frush has announced his retirement from the FNDL Board. He will assist with treasurer reports as necessary until a replacement is approved. Linda Schwelnus will deposit checks in his absence.

VIII. Committee Reports

A. Newsletter - Will Bastien

- 1. The next newsletter will be published in April. The deadline for articles is April 10th.

B. Used Book Operations - Will & Linda Bastien

- 1. Future reimbursements from the book vendor will be made every three months instead of monthly.
- 2. Monthly "Blow Out" used book sales are currently difficult due to our loss of needed storage space. Book Sale Finder.com was suggested as place to post our regular bookseller hours as well as the monthly Saturday "Blow Out" sales. Next planned sale is for March.
- 3. Used Book Sales for December 2018 totaled \$956.50. The sales for January were \$2,188.25, which included \$275.00 from the "Blow Out" sale, and \$1,024.75 from the book vendor.

C. Scholarships - Denise Stacer

- 1. Criteria for the FNDL Scholarship has been published at Northville High School.
- 2. The efforts to get teen volunteers has been facilitated by Natalie Molnar and the Teen Advisory Board. Efforts to get volunteers at NHS has been more difficult.
- 3. Scholarship application deadline is March 10.

4. Efforts to look for teen volunteers to help the Friends next year are continuing.
5. Thanks to Linda and Will Bastien for helping find jobs for the teens in the Book Cellar.

D. Gift Books - Claire Kreher

1. Since December 13, 2018 we received nine gifts: five Honor, three Memorial, and one Gift for a total of \$361.32.
2. We have added 29 books, 2 DVDs, 1 CD, and 2 audiobooks to the library collection.

E. Read to Me

1. There was one program this month. Stephanie Seyforth will take over the program for resigning Jennifer Gustafson.

F. Membership - Carol Murray (for Regina Mingela)

1. We have added one new Business Membership and three additional members since the last meeting.

G. Gift Store - Linda Schwelnus

1. \$4,500.00 was given to the Friends in 2018.
2. The annual sales tax form has been filed for Michigan.
3. Insurance on the Store has been paid.
4. The total Store income for January was \$829.23. Expenses for January totaled \$690.09. Our net income for January is \$139.14.

IX. Other Reports

A. Volunteer Coordinator - Betty Kaiser

1. Follow-up continues to be made on any volunteer applications.

B. Development Committee Liaison

1. Scott Frush has resigned his role as liaison to the committee.
2. Laura Mancini and Karen Fehl will work on needs in this area.

C. Nominating Committee -

1. Jennifer Gustafson, Betty Kaiser and Linda Bastien worked to develop the slate of nominees.
2. As Jennifer is resigning from the Board, Denise Stacer volunteered to run for the position of Vice-President.

X. Old Business

- A. Nametags - new tags were prepared for the Friends by Sarah Milroy of the Library using only first names for identification.

XI. New Business

- A. Annual Meeting - Thursday, March 21, at 7 PM.
- B. Northville Business Showcase - March 9, from 11 to 2 PM.
 - 1. Volunteers signed up to work the FNDL table.
 - 2. We have our new tablecloth, our sign, and name tags. Will need used books to give away. Linda Bastien will help select books for us. Membership brochures will be made available.
- C. Retirement Gift for Anne Mannisto
 - 1. \$100.00 will be donated toward a gift for Anne.
 - 2. Suggestions of a vase or tiles (from Motawi, Pewabic) were presented and a brochure of possible choices shown. We will also check at Dancing Eye Gallery in Northville.

XII. Adjournment

- A. The meeting was adjourned at 8:35 PM.
- B. The next meeting is the Annual Meeting on March 21.

Respectfully submitted,

Linda Bolam
Secretary