



Board of Directors Annual Meeting  
Thursday, March 16, 2017

Minutes

Members Present:

Martha Nork, Scott Frush, Deborah Stanifer, Linda Bolam, Carol Oldenburg, Judy DeFrancesco, Claire Kreher, Betty Kaiser, Doug Witt, Chris Litka, Linda Schwelnus, Jennifer Gustafson, Julie Herrin, Library Director, and Anne Mannisto, Assistant Library Director

Members Absent:

Regina Mingela, Sandy Walts, Jim Morche

Guests: Marilynn Randall, and Mike DeFrancesco

I. Call to Order

President, Martha Nork, called the meeting to order at 7:03 P.M.

II. Approval of Agenda

The agenda was APPROVED as presented.

III. Approval of Meeting Minutes of February 16, 2017

The minutes were APPROVED with no corrections or additions.

IV. Election of Officers

A. The slate of officers for the 2017 FNDL Board was presented by the Nominating Committee:

- President – Martha Nork
- Vice-President – Scott Frush
- Secretary – Linda Bolam
- Treasurer – Deborah Stanifer

B. The slate of directors for a 2-year term (2017-2019) was presented for a vote:

- Public Relations – Chris Litka
- Membership – Regina Mingela
- Used Books – Carol Oldenburg

C. The slate of directors previously elected for the 2016-2018 term was presented:

- Gift Books – Claire Kreher
- Read to Me – Judy DeFrancesco
- Gift Store – Martha Nork

- Gift Store Treasurer – Linda Schwelnus
- Newsletter – Sandy Walts
- D. No additional names were offered in nomination. The slate was elected by unanimous vote.

V. Library Director's Report – Julie Herrin

- A. The Northville District Library Annual Report is included in the FNDL 2016 Annual Report.
- B. Statistics for February show that library usage was down.
- C. The Library Board of Directors is accepting applications for a replacement to the Board. Paul Snyder will be leaving the Board due to relocating.
- D. An architect has been consulted regarding expansion of space for the library. A report is expected the second week of April. The Planning Commission and Historical Commission approval will be needed for any structural additions.
- E. We anticipate a downsizing of our furniture size to also provide more floor space in the library.
- F. The Battle of the Books was held on March 15, 2017 with thirty teams participating this year. The Raiders from Hillside Middle School were the winners. 151 students attended this fun event.
- G. A new book club has been formed, and is called “Books and Brews”. Meetings will be held at the Wagon Wheel in Northville.
- H. The library has decided to pay the cost of transporting unusable books to the recycling company through 2017. The library anticipates continued removal of outdated, little-used books. While many venues are used to give away excess used books, the burden for recycle costs has been increased due to this removal. The Friends previously had been paying for the recycling costs.

VI. Treasurer's Report – Deborah Stanifer

- A. Our beginning balance 2/1/17 was \$38,810.37; the ending balance on 2/28/17 was \$40,866.99. The primary income this month came from the Used Book Sales. Expenses included our membership in the Northville Chamber of Commerce.
- B. The Treasurer's Report was APPROVED as presented.

VII. Committee Reports

- A. Read to Me – Judy DeFrancesco
  - There were 61 attendees at the last program, 30 of them were children.
  - Eighteen bags were given out to those new attendees under one year of age.
  - Membership in the Friends was encouraged.
- B. Programs – no report.
- C. Public Relations – Chris Litka

- An email regarding the Amazon Smile offer was sent out to Friends members.
- The Chamber of Commerce's new resident packet would cost the Friends \$30.00 quarterly for inclusion of our brochure. The packets are distributed by realtors to potential area homebuyers. The idea was discussed, and voted down because of cost. It was felt that there were other ways to get our information out to new residents of our community.
- National Library Week is April 9-15. A letter from the FNDL will be sent to the editor of the Northville Record.

D. Development Committee – Scott Frush

- \$3,400 was added to the Endowment Fund this year, which is a decrease from last year.

E. Used Book Operations – Carol Oldenburg

○ Used Book Carts

- a. Carts will stay on the main floor until Library Administration notifies Friends they need the space.

○ Cellar

- a. Friends have had a very good response to request for additional volunteers. We have six new volunteers. Thank you to Betty Kaiser for her help in obtaining new volunteers.
- b. The Cellar will open on Thursdays, starting April 6, 2017. It will then be open everyday but Tuesdays and Sundays.
- c. Karen Fehl is doing bookmarks with the new Cellar hours on them.

○ February Sales:

Vendor	\$ 855.74	(+12% LY)
Carts	\$ 886.33	
Cellar	\$ 530.50	
TOTAL	\$1,416.83	

GR.TOTAL \$2,272.57 (+3% LY)

F. Membership –Martha Nork reporting for Regina Mingela

- May is Membership Month. During the month of May we will have the display case in the library. Regina is looking for volunteers to help with the project. April 6<sup>th</sup> is the first workday.

G. Gift Store – Linda Schwelnus

- Total income for January and February was \$1,991.65.
- Total expenses for January and February were very low, at \$723.60. It was uncertain if the store would remain in business so no merchandise was purchased for resale.
- Net income was \$1,268.08.

- H. Newsletter – Martha Nork reporting for Sandy Walts.
  - March 31<sup>st</sup> is the deadline for articles for the next newsletter.

- I. Gift Books – Claire Kreher
  - Since February 16 we have received no gifts.
  - Two books have been added to the library collection.

VIII. Presidents Report – Martha Nork

- A. Copies of the Annual Report were distributed to all present and to members of the Library Board of Trustees. Several copies will be left in the mailroom if anyone requests a copy.
- B. Thank you to Linda Schwelnus, Sandy Walts and Claire Kreher for working to develop the slate of nominees.
- C. Doug Witt, Betty Kaiser and Jennifer Gustafson have been appointed as Members-at-Large for 2017. Jennifer will replace JoAnn Kissel who has resigned and is moving to Florida this month. Thank you to JoAnn for her efforts in support of the Friends.
- D. Linda Bolam suggested that the slate of nominations to the board be published next year, along with announcement of the Annual Meeting and a reminder that nominations can be accepted from the floor on the day of the election.

IX. Old Business

- A. Taste of Northville – March 18, 2017 is the date, Northville High School is the place. We will be taking books and Friends brochures to hand out at the event.
- B. Chamber of Commerce Report – Doug Witt
  - Doug attended a recent Chamber of Commerce event at AISIN as the Friends representative. There were 40-50 attendees, including representatives from Plymouth. Friends brochures will be placed in the employee's lounge.
  - Upcoming Chamber events will be held on March 22<sup>nd</sup> at Union Mortgage at 5:30 PM, and also a morning event at Red Dot. Doug has volunteered to attend.

X. New Business

- A. Book and Author Luncheon
  - This event will be held in May at Fox Hills. Sandy Walts will be coordinating a Friends table.
- B. The Friends of Michigan Libraries Conference is being held March 23. Martha Nork and Deborah Stanifer will be attending.
- C. Give Martha any updates to your information for a new roster.

XI. Adjournment

- A. The meeting was adjourned at 8:03 P.M.
- B. Our next meeting will be April 20, 2017 at 7:00 P.M.

Respectfully submitted,

Linda Bolam  
Secretary