



Board of Directors Meeting  
Thursday, October 16, 2014

Minutes

Members Present:

Carol Oldenburg, Erin McDermott, Martha Nork, Linda Bolam, Joe Oldenburg, Sandy Walts, Deborah Stanifer, JudyDeFrancesco, Claire Kreher, Chris Litka, Regina Mingela, Linda Schwelnus, Jim Morche

Members Absent: Julie Herrin

- I. Call to Order  
Meeting called to order at 7:06 P.M. by President, Carol Oldenburg.
- II. Approval of Agenda  
The agenda was APPROVED.
- III. Approval of Meeting Minutes of September 18, 2014  
The minutes were APPROVED with no corrections.
- IV. Treasurer's Report – Deborah Stanifer
  - A. The Treasurer's Report was distributed. Membership is increasing nicely. The year-to-date vs. budgeted projection is on target.
  - B. In the future all donation dollars will be noted as a separate line item on the treasurer's reports.
- V. Library Directors Report - Julie Herrin (read by Linda Bolam)
  - A. Julie Herrin is attending the Michigan Library Association Conference in Grand Rapids for the week, hopefully hearing new and exciting ideas for our library.
  - B. Statistics –
    - There is a 6.24% decline in circulation, keeping to the trend of slowly declining circulation.
    - There is a 66.4% rise in Downloading. Both Freegal (music) and Zinio (magazines) are doing well.

- Computer usage was up (maybe the new chairs), as was Website usage.
- C. Programs –
  - We have implemented an online signup for Adult and Friends programs. People may now register from home or call or visit the Information Desk. It appears to be going well.
- D. Staff update –
  - Kristine Towne, our Digital Devices Librarian, has taken a full-time job in Phoenix, Arizona and will be leaving us on October 21. We have already sent out the job posting. We also have an opening for a computer page if you know anyone who is good with computers and looking for a job.
- E. Video Surveillance –
  - We are upgrading our video surveillance system with new cameras that give a clearer color image and a larger drive to store more video.
- F. Ongoing sewer problem –
  - For over a week there has been a problem with the sewers backing up into the drains on the lower level of the library. We have involved the plumbers from Allied, our building management service, and the Northville City DPW. Our plumbers are going to intersect the pipe outside the Library and put an auger down to grind up the tree roots.

VI. President's Report – Carol Oldenburg

- A. Roz Fink will attend the FNDL Board meeting in January to explain the Summer Reading Program.
- B. We received a thank you note from Dorie for the Summer Reading Program and all the volunteers who worked on the program.
- C. The presence of FNDL on Facebook was discussed. Chris Litka asked if we were interested in being on Facebook. It would give members the ability to contact other Friends if they wish. Would it have value for us above Chimp emails or the Gift Store Facebook page. Erin McDermott will remove the current Facebook page but with the understanding it could be reactivated in the future. Martha Nork will maintain the Gift Store Facebook page.
- D. The interest of the Board in developing a plan of succession for Board President was questioned. After a brief discussion, it was recommended and APPROVED to appoint an ad hoc committee to investigate the issue of succession. Deborah Stanifer will lead the committee.

VII. Old Business –

- A. Updates: Sundaes on Sunday - Claire Kreher, Regina Mingela and Martha Nork provided decorations. Judy DeFrancesco purchased

cookies and Chris Litka purchased ice cream and supplies. Set-up on Saturday will be done by Chris Litka, Deborah Stanifer, Linda Schwelnus, and Carol and Joe Oldenburg. Jim Morche will again be on hall duty. Regina, Martha, Claire, Erin McDermott, and Chris Litka will clean up after the event. An email has gone out and a nice article has been placed in the Northville Record.

- B. Update: Used Book Sale – Sandy Walts is still requesting volunteers to help with the book sale. Two emails have been sent out. There has been a nice response but more help is needed

## VIII. Committee Reports

- A. Membership – Regina Mingela
  - We currently have 256 members.
- B. Gift Store – Martha Nork/Linda Schwelnus
  - Store income is up slightly from last September. We have an income of \$6,041 year-to-date. September income was \$814.73. There was a \$423.00 net loss for the month due to increased buying in preparation for Member Shopping Days and the holiday season.
  - Members Shopping Days – November 14, 15, and 16 are the shopping days offering 25% off for members of FNDL. There is a nice assortment of puzzles, jewelry and book-related items.
- C. Gift Books – Claire Kreher
  - Since September 18, 2014 we have received three gifts – 2 Memorial, one Gift, for a total donation of \$150.
  - Ten books were added to the collection.
- D. Newsletter – Sandy Walts
  - The Fall newsletter was mailed out today. The next issue is planned for March 2015.
- E. Read to Me – Judy DeFrancesco
  - There has been good turnout at programs.
  - Guest pediatrician, Dr. Marshall Blondy, came to the last meeting to promote the importance of reading to babies. The mothers asked him many questions. He plans to come to future meetings.
  - A new logo was developed for the bag that will be distributed at the pediatrician's office.
- F. Programs – Jim Morche
  - Ghost Stories program is sold out, with 85 registered. Thus far 25 have signed up for Picks and Sticks in November and for

Twelfth Night in December at the Northville Community Center.

- Steve Jochmans is scheduled for July 7<sup>th</sup>. The Century of Jazz
- Song will be on August 27 at the Northville Community Center.

G. Public Relations – Chris Litka

- Press releases and emails have been sent out regarding the Library Millage Vote, Programs, and the Used Book Sale.
- The Chamber of Commerce calendar will finally be adding our activities.
- Used Book Sale flyers have been distributed around town.

H. Development Committee – Erin McDermott

- April 19, 2015 has been scheduled for the Gala Fundraiser, to be held again this year at Cantoro's.
- Grants for the Northville Library and plans for the 2015 Gala will be discussed at the next committee meeting on November 11.

I. Book and Author Luncheon – Deborah Stanifer

- The Novi Library representative serves as the Treasurer of the four-member Library Luncheon and, as such, coordinates the Committee activities and schedules its meetings. . Each member library (Plymouth, Canton, Northville, Novi) has a responsibility regarding the luncheon. The Committee will be researching a speaker and date for the 2015 Luncheon. The site will continue to be at Fox Hills Golf Club.

J. Fall Used Book Sale – Joe Oldenburg

- We made \$750.00 last month from "Look At a Book". We started with them in March and began scanning and sending them books. We get a 50-50 split on book sales.
- Upcoming dates: Spring UBS is April 30, May 1, 2, 3, 2015.  
Fall UBS is October 1, 2, 3, 4, 2015.
- The schedule for the coming UBS is: Nov. 5 – move tables  
Nov. 6 – setup  
Preview 6-9 PM  
Nov. 7 & 8 – sale 10 AM-5 PM  
Nov. 9 – Sale 1-3 PM  
Pack books and prepare  
For Salvation Army

IX. New Business

- A. Martha Nork expressed security and safety issues regarding book drop-offs. The issue will be discussed with library personnel.
- B. Jim Morche passed out bookmarks honoring Harriet Larson of the Livonia Friends who recently died.

X. The meeting adjourned at 8:35 PM.

The next meeting is December 11, 2014 at 7 PM.

Respectfully submitted,  
Linda Bolam  
Secretary

