



Board of Directors Meeting
Thursday, December 12, 2019

Members Present: Martha Nork, Linda Bolam, Rick Nork, Denise Stacer, Will Bastien, Linda Bastien, Claire Kreher, Regina Mingela, Chris Litka, Linda Schwelnus, Suzanne Braverman, Betty Kaiser, Carol Murray, and Library Director Laura Mancini

Guest: Dianne Tilson

I. Call to Order

A. The meeting was called to order by President, Martha Nork, at 7:00 P.M.

II. Approval of Agenda

A. The agenda was APPROVED, with the Treasurer's Report moved to later in the meeting sequence..

III. Review of Minutes

A. The FNDL Board meeting minutes of November 20, 2019 were reviewed and APPROVED.

IV. President's Report - Martha Nork

A. Thank you to Denise Stacer for standing in for Martha and Rick Nork during their absence.

B. An email was received from Jim Morche to thank the Friends for their wishes and book donated upon his retirement.

C. A Nominating Committee will be appointed this month to determine candidates for the upcoming March election.

D. No meeting is scheduled for January. By-laws have been reviewed by the By-law committee and will be shared at the February meeting.

E. The Annual Report is due for the annual meeting in March. Committee Reports will be needed for this report.

V. Library Director's Report - Laura Mancini

A. Northville resident, Carol Doyle, was appointed to the Library to fill the board seat left vacant by the resignation of Suzanne Schiamanski-Gross.

- B. Dorie Freebury's last day as the Head of Youth Services was Monday, December 2nd. After a quarter-century of stellar service to the Library, Dorie will be greatly missed.
- C. Caryn Bartone has been hired as the new Head of Youth Services and will begin her position on January 6th. Caryn is currently the Head of Youth Services at the Westland Public Library and is a Northville Township resident.
- D. The annual Holiday Party was held on December 5th. Several Friends Board members were in attendance. The party was catered by Maria's Bakery of Novi and a lovely time was had by all. A special thanks goes to the Friends for their financial support of this event.
- E. The winter newsletter has been mailed to all residents of the city and township. Additionally, the Library's annual endowment fundraising appeal also was mailed to the residents of its district. A special thanks goes to the Friends for helping to defray the costs of this appeal.
- F. The Library will be hosting its first local author fair on February 22nd and applications for the event are still being accepted. The Library hopes to be able to make this an annual event to showcase the works of Northville authors.
- G. Battle of the Books will be held on March 11th. Registration is now open, and to date we have 14 teams signed up. The Library is trying something new this year, by providing book kits to each team. The kits will contain one copy of each book being featured in the competition.

VI. Secretary's Report - Linda Bolam

- A. No news to report.

VII. Committee Reports

A. Scholarships - Denise Stacer

- 1. No report this month.

B. Read to Me - Denise Stacer

- 1. December 13th is our next session. Miss Nancy will be leading the program this time. We are getting low on our bib supply and they will be reordered in 2020.

C. Gift Book Program - Claire Kreher

- 1. No gifts received this month. Two books were added to the collection.
- 2. We will await Jim Morche's book choices before purchasing any new books in his honor.

D. Public Relations - Chris Litka

1. The Ville published a submitted article for 12th Night Singers. Attendance for the program was good, but there were several “no shows”.

E. Newsletter - Chris Litka

1. Our next issue will come out in April and will include membership forms.

F. Used Book Operations - Will and Linda Bastien

1. November is typically a slow month. Our income goal for the month was \$1,000 and actual income was \$1003.80.
2. A very enthusiastic group of Book Cellar volunteers gathered at the Sports Den to review our progress and gather suggestions and new ideas to improve the area.
3. In 2017 used book sales averaged \$549/month for the first three months, in addition to the revenue from the Book Carts. For the first three month of 2019 we are almost double that average with Book Cellar sales alone.

G. Volunteers - Betty Kaiser

1. Several volunteers are interested in working. Betty asked if the Book Cellar is in need of volunteers, possibly adding an additional day of operation.

H. Membership - Regina Mingela

1. We have 213 members as of today.
2. Carol Murray will take Regina’s place while she is out of town this winter.

I. Gift Store Financials - Linda Schwelnus

1. The store has had the best month of the year by far with income of \$1,977.09. \$2500 of the commitment to Friends has been met.
2. Our gift store volunteers will have their holiday breakfast on December 17th.

VIII. Old Business

A. Volunteer Fair - Martha Nork

1. The date for the first fair will be Saturday, May 16th from 11 AM to 1 PM. The purpose of the fair is to educate the Northville community about local organizations that have volunteer opportunities.
2. There has been a positive response so far from organizations. Members of the committee will continue to contact local organizations regarding participation.

3. Question if teens or “court-ordered” volunteers are to be included in volunteer opportunities.

IX. Treasurer’s Report - Rick Nork

- A. Our total assets in combined checking account and CD’s, as of November 30, 2019, are \$57,479.36. Income from book sales and vendor sales was \$17,706.35 year-to-date. A vendor check covering three months sales is anticipated. The Used Book Operations are doing well!
 - B. Our expenses are either on or less than expected related to the budget. The Supplies, Honor Gifts, and Miscellaneous category is above budget. The items will be split out in the 2020 Budget.
 - C. The year-to-date total expenses are \$40,123.92. This is 95% of the budgeted amount.
 - D. The November Treasurer’s Report was APPROVED as submitted.
 - E. The 2020 Budget Proposal was submitted for discussion. It was proposed that Membership and Used Book Sales remain at the same level. The Gift Book Program will push for a 20% increase for 2020.
 - F. After discussion of the Library Wish List, it was voted to reject inclusion of used book recycle trip costs and the outdoor picnic table for the front brick plaza.
 - G. A final proposal will be sent per email for voting by the FNDL Board.
- X. Adjournment
- A. The meeting adjourned at 8:55 PM.
 - B. There is no January meeting. Our next meeting is Thursday, February 20, 2020 at 7 PM.

Respectfully submitted,

Linda Bolam
Secretary

