



Board of Directors Meeting  
Thursday, April 15, 2021

Members Present: Martha Nork, Rick Nork, Linda Bolam, Denise Stacer, Will Bastien, Linda Bastien, Claire Kreher, Chris Litka, Linda Schwelnus, Betty Kaiser, Carol Murray, Dianne Tilson, Kathy Fox, Suzy Salsbury, and Assistant Library Director, Maria Williams  
Members Absent: Suzanne Braverman, Regina Mingela

I. Call to Order

A. The meeting was called to order per Zoom, by President, Martha Nork, at 7:02 P.M.

II. Approval of Agenda

A. The agenda was APPROVED as printed.

III. Review of Minutes

A. The FNDL Board meeting minutes of March 18, 2021 were reviewed and APPROVED with correction to Review of Minutes: the change in the rate of interest was from 0.25% to 2.0%.

IV. President's Report - Martha Nork

A. The roster has been updated and will be mailed out. Martha requested that each member check their information for accuracy.

B. The process for choosing Friends Program Sponsorship Agreement states we sponsor 2-4 programs per year. The Library staff will present the library's suggestions for programs and their costs, or programs can be suggested by the Friends. The Library staff will review any Friends suggestions, and if acceptable, schedule the event. Martha will email a copy of the process to board members for their review.

C. Martha attended the Friday morning, April 2nd, Northville Chamber of commerce Mixer which was held per Zoom. If anyone wishes to attend the May 7th meeting, it is from 8:30 to 9:30 AM. Let Martha know.

V. Library Director's Report - Maria Williams (for Laura Mancini)

- A. Thank you to the Friends for the treats they sent the Library staff for National Library Week. They enjoyed them very much.
- B. COVID rates are the highest they have ever been in the Northville community. Library services are being constantly re-evaluated. The current level of service inside the library is being maintained, along with curbside service, but this could change based on changes in COVID rates.
- C. The Summer Reading Program will be held again this year with virtual programming. There will be some limited-attendance outdoor activities. Martha inquired if book bags are going to be distributed as part of the Reading Program. Issue will be investigated.
- D. The Tuskegee Airmen program, sponsored by the Friends, will be on May 24, with presentations by Lt. Col. Alexander Jefferson and Lt. Col. Harry Stewart who will share their experiences with us.
- E. A small diaper drive, in cooperation with "Diapers to Mommas", is being held through May 15th. A collection bin marked "Metro Detroit Diaper Bank" is located outside the library front door for donations.
- F. Maria was asked if the library is reconsidering the practice of holding returned books in quarantine as part of COVID precautions. She will investigate this.

VI. Treasurer's Report - Suzy Salsbury

- A. There have been no expenses for the month of March.
- B. Income has been from \$170 in new memberships, \$47.54 from the CD Dividend, and \$1.49 from bank interest.
- C. A CD which had earned 2.0% matured in March and was renewed at a rate of 0.5%.
- D. Laura sent the Friends check requests for gift books and sponsored programs. The checks cleared the bank on April 1st and will be noted on the April budget report.

VII. Committee Reports

A. Gift Book Program - Claire Kreher

- 1. Since March 18, 2021, we have received five gifts - one Honor, and four Memorials, for a total of \$245.00.
- 2. One book was added to the collection.

B. Read to Me - Denise Stacer

- 1. No activity at present.

C. Public Relations/Newsletter - Chris Litka

1. Kudos to Sarah Milroy for another beautiful job on the Friends Newsletter layout and graphic design.
2. Chris questioned if we should send the Newsletter out to former members and not just current membership. Perhaps remaining printed spring Newsletters could be used for this?
3. Plans are to refresh the look of the Friends kiosk in the library.

D. Used Book Operations -Linda Bastien

1. The outdoor Used Book Sale will be on May 15th from 12-3 PM.
2. Book Cellar volunteers have already signed up for selling the books.
3. Denise Stacer will seek highschool volunteers (6 plus a leader) for the morning from 10 AM - 3 PM. Additional volunteers will be needed after 3 PM. to take remaining books back into the library.
4. Purchase of a laptop for the Book Cellar was arranged with input from Michael McEvoy, Rick Nork and Will Bastien. Purchase has been APPROVED by the Board.

E. Gift Store - Linda Schwelnus

1. No income to report for March.
2. The 1st Quarter Sales Tax was filed with the State of Michigan. No sales were reported in both the Gift Store and Used Books.

F. Scholarships - Denise Stacer

1. The Scholarship Committee met and selected three winners of the 2021 FNDL Scholarships.
2. Friends will be part of the virtual awards ceremony on May 24th.

G. Membership - Carol Murray, Kathy Fox

1. Membership Drive is the month of May.
2. There will be two winners of the raffle, a new member, and the person who recommends the new member.
3. Suzy Salsbury is helping set up a new Excel spreadsheet for keeping track of membership. We would like to capture any data we need that might be missing in current file set-up.
4. Kathy Fox will be at the Used Book Sale to push memberships and may need to use Square app on phone, or the library iPad and their hotspots.
5. Stacy from the library is coordinating the display case schedule. She will work with Friends regarding dates to put up our display case for May Membership Month. We need to come up with a theme or title for the display case. Betty Kaiser, Dianne Tilson, Carol Murray and Kathy Fox will put up the display case.

H. Volunteer Coordinator- Betty Kaiser

1. Membership sign ups will give Betty a base from which to find volunteer workers.

VIII. Old Business - None

IX. New Business

- A. Rick Nork moved that our newly elected Treasurer, Suzanne Salbury, be added to the list of authorized signers for Friends of the Northville District Library accounts at Community Financial Credit Union. Linda Schwelnus seconded the motion. The motion was APPROVED by unanimous vote.
  - B. We need to have a better way to collect and distribute mail so board members have better access to their mail. This will be discussed with Laura Mancini, the Library Director.
- X. Adjournment
- A. The meeting was adjourned at 8:07 P.M.
  - B. Our next meeting is May 20th at 7:00 P.M.

Respectfully submitted,  
Linda Bolam  
Secretary