



Board of Directors Meeting
Thursday, February 20, 2020

Members Present: Martha Nork, Linda Bolam, Rick Nork, Denise Stacer, Will Bastien, Linda Bastien, Claire Kreher, Linda Schwelnus, Suzanne Braverman, Carol Murray and Laura Mancini

Absent: Regina Mingela, Chris Litka, and Betty Kaiser

Guests: Diane Tilson, Susie Salsbury, and Kathy Fox

- 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 as presented.
- III. Review of Minutes
 - A. The FNDL Board meeting minutes of December 12, 2019 were reviewed and APPROVED.
- IV. President's Report- Martha Nork
 - A. The Friends Board did not meet in January. The Board voted by email to donate money for books in memory of Karen Fehl's mother.
 - B. Martha was invited to meet Brian Turnbull, the new mayor of Northville, so that he could learn about the Friends. He has spoken at the library many times on the history of Northville and has a great interest in the library. He offered his ongoing support, and offered to speak at our Volunteer Fair in May.
 - C. Martha also met with Caryn Bartone, the new Youth Services Director. We reviewed the Wish List items and several of the programs the Friends support, including the Summer Reading programs and the Read to Me program.
 - D. Plans are being made for some changes with the Summer Reading program and the finale party. I was asked if the Friends would use one of our "free" room rentals at the Community Center so the library could host

the finale party there. I agreed to this. We are granted two free room rentals a year at the Community Center, and will use the other time to host the 12th Night concert at the Community Center.

- E. In 2019 we hosted a program by Jesse Lee Mason in the Community Center that had 50 attendees. That size audience can use the Carlo Room in the library. I had suggested booking another program with Mr. Mason since the Friends have sponsored him many times. The program, “Your Lying Eyes: How Illusions Work and Why They Matter”, has been booked for June 24th at 7 PM, and the price is \$150.
 - F. We also requested that two traditional Friends programs, 12th Night, and Picks and Sticks, be booked and sponsored by the Friends. We have received a list of other programs that Adult Services has booked for this quarter.
 - 1. A discussion was held regarding the Friends sponsoring any of these. It was decided to delay our choice until the next list of programs comes out in the summer.
 - G. The Youth Department has invited us to participate with them in the Arts & Acts Festival in June. Last year the Friends held a craft project on the front porch with a successful use of teen volunteers. This year the library will have a booth in town and have asked if any Friends members would like to volunteer with the craft project. The date is June 19th, from 10 AM to 8 PM. Time commitment is volunteers’ choice. Another suggestion was to sponsor a puppet performer on a stage in town at 6 PM that day for \$400.
 - 1. Covering the cost of a puppet performer was discussed. The Board expressed preference to help that day rather than pay for a puppet show.
- V. Library Director’s Report - Laura Mancini
- A. Julie Herrin, the former Northville Library Director, passed away February 2nd. Her family requested donations for the Northville District Library. Donations are still coming in. Gift is to be decided.
 - B. Caryn Bartone is our new Youth Services Director.
 - C. Our first Local Authors’ Fair will be held Saturday, February 22nd. Twenty authors from Northville and neighboring communities will be available to talk about their books and sign/sell copies. The Library plans to begin a local Authors’ collection in the library.
 - D. The Battle of the Books will be held on March 11th from 6:30 to 10 PM. at Northville High School. We have 153 middle-schoolers on 30 teams

participating. Friends are already volunteering , but all are welcome to attend. Thirty bags of books were purchased for the various teams, in addition to the bags available in the Library for the participants' use.

- E. The redesigned Library website will go into operation on March 16th. Using the results from a survey done in 2019, and our own website analytics, we selected the top categories patrons use the most. Main sections: *Find, Attend, Explore, and About*. Friends pages are under the *About* section. Search the Catalog and Downloading Services are right in the middle of the page.
- F. The Detroit Institute of Arts will present their "Inside Out" program in Northville from June to October. The Library will hang one of the five paintings on the exterior wall of the building, and do Adult, Teen and Youth programming around it.
- G. The Board approved a \$50 gift to the Library in memory of Julie Herrin. Specific use of the Friends' gift will be decided by the FNDL Board after Library management has identified options for use of other donations received in Julie's memory.

VI. Secretary's Report - Linda Bolam

- A. Thank you notes to the Friends from Karen Fehl and Dorie Freebury were read.
- B. Linda requested that future communications be sent to her personal gmail address.

VII. Treasurer's Report - Rick Nork

- A. As of December 31, 2019, our checking account had a balance of \$40,458.89. This is an increase of \$3,393.79 for the month. Our two CDs had a balance of \$20,554.22. Total assets at year end are \$61,013.11
- B. The Used Book Sales in the Book Cellar showed sales were 135% over budget, a wonderful year! The Friends' Store was at 109% of budget, and the Gift Book Program reached 131% of budget.
- C. Donations to the Library exceeded budget by 5% or about \$1,700 principally because of higher Gift Books and funding the unbudgeted "Every Brilliant Thing" program; offset partially by lower Community Reads costs. This was more than offset by lower Friends Program spending and Administrative costs resulting in total year 2019 spending being about \$700 under budget..
- D. As of January 31, 2020, our checking account balance is \$42,745.47, an increase from last month of \$2,286.58. One CD matured on January 17th and was renewed during the month for a 13 month period at 2.0%. The

second CD matured on February 8th and was also renewed with the same terms and rate. Total assets (checking + CDs) are \$63,311.95.

E. Used Book Sales are off to a good start. The sales tax for the 4th quarter of 2019 for the Gift Store was paid during January by Linda Schwelnus.

F. The December 2019 and January 2020 Treasurer's Reports were APPROVED.

VIII. Committee Reports

A. Scholarships - Denise Stacer

1. March 6th is the final date to apply for this year's scholarships.
2. The Scholarship Committee will review essays and work records of the applicants. Kathy Fox volunteered to join the committee and will assist Denise with the process.
3. Flyers and applications have been distributed to Northville High School and are also available to private and home-schooled seniors.
4. The Friends will award three \$500 scholarships and one \$1,000 scholarship on behalf of the Northville Marathon Bridge Group.

B. Read to Me - Denise Stacer

1. The program will resume on February 21st, with the new Youth Services Director, Caryn Bartone, doing Storytime.

C. Gift Books Program - Claire Kreher

1. Since December 12, 2019 we have received nine Gifts, six Memorials, two Honors, one Gift, for a total of \$629.00.
2. We have been able to add forty-two books.
3. The Library Website has a list of the Gift Books "In Memory of" and "In Honor of" that have been donated.

D. Public Relations - Martha Nork for Chris Litka

1. Articles for the next issue of the FNDL Newsletter are needed by the first week of March.
2. Suzanne Braverman will write an article on The Battle of the Books.
3. Book reports on any book the Library owns are also requested.
4. "March Madness" is the next meeting of the Chamber of Commerce, on March 19th, from 1-5 PM. Friends are invited to attend.

E. Used Book Operations - Will Bastien

1. We have received a check for \$5,400 from our book vendor.
2. Increased enthusiasm is coming from our volunteers.
3. Current sales are averaging \$1100 a month.

F. Membership - Carol Murray

1. As of the end of 2019, we had 221 memberships. Since then, we have two new members, one individual membership and Northville Christian School, for a current total membership of 223.
2. Carol encouraged us to promote Friends memberships by encouraging one friend to join and possibly attend a Board meeting.

G. Gift Store Financials - Linda Schwelnus

1. The Gift Store had a total income in 2019 of \$16,029.05. Total expenses for the year were \$15,830.75, including the \$4,750 commitment paid to the Friends.
2. Total Income for the month of January 2020 was \$814.59. Expenses for January were \$419.17. This included resale purchases, telephone costs and the Volunteer Appreciation gifts from 2019. Net Income is \$395.42.

IX. Old Business

A. Volunteer Fair - Martha Nork

1. The date for this event is May 16th from 11AM to 1PM. The committee met in January. Sixteen organizations, including the Friends, are invited to participate. Applications will be out next week to the groups that have expressed an interest in participating. Stacy is working on a flyer which will announce the event to the public. These will go out in mid-March. An article will be in the Library Newsletter.
2. Each participating group will have a table and two chairs.
3. The Friends' table at the event will be near the Library entrance. We will be handing out a program listing the participating organizations. We will need volunteers to work at our table to discuss volunteer opportunities. Someone from Book Operations is encouraged to volunteer at the Friends' table.

X. New Business

- A. No changes are suggested to the Agreement between the Friends of the Northville District Library and the Northville District Library unless Laura Mancini would like to recommend changes or additions.
- B. A copy of Friends of the Northville District Library By-Laws, with noted changes suggested by the By-Laws Committee, was distributed. Board members were asked to review the By-Laws before the March Annual Meeting. A vote will be taken on both documents provided a quorum of Board members is present. Two thirds of those present must vote in favor to approve any changes.

XI. Adjournment

A. The meeting was adjourned at 8:26 PM. The next meeting is March 19th at 7 PM.

Respectfully submitted,

Linda Bolam
Secretary

