

Friends of NDL Board of Directors Meeting

Thursday, Nov. 14, 2024

1. **Call to Order** by President Martha Nork at 7:00 pm.
2. **Attendance**
Present: Racha Alchommali, Linda Bastien, Charlene Cach, Kathy Fox, Cindy Frango, Claire Kreher, Chris Litka, Kimberly Meisel, Regina Mingela, Martha Nork, Linda Schwelnus, Laura Mancini (NDL Director)
Absent: Denise Stacer
3. **Approval of Agenda** - Motion to approve the agenda was made by Racha A. and seconded by Linda B. Motion passed.
4. **Review and approval of Meeting Minutes** from October 10, 2024 - Motion to approve the minutes as written was made by Chris and seconded by Regina. Motion passed.
5. **Secretary's Report** - Kathy read a note from Linda Schwelnus.
6. **President's Report** - Martha Nork
 - *Betty Kaiser is retiring from the board. Discussion on purchasing a Gift Book in her honor. Martha will email everyone to determine the amount.
 - *Staff Appreciation on Wednesday, Dec. 18th. Denise has volunteered to do the shopping.
 - *The City of Lights Concert which we are sponsoring is Monday, December 16 at 7pm. Registration opens November 16th.
 - *The Community Reads Author visit is November 19 at 7pm at the Novi Library. The Friends helped pay for the books. Linda Schwelnus is going as our representative.
7. **Library Director's Report** - Laura Mancini
 - *Library Board Elections: Joe Corriveau and Nick Vlisodes were reelected as Library Board Trustees earlier this month. Jennifer Gustafson was also elected to the Library Board and will begin her term in office in January. Barry Puckett will be stepping down from the Board at the end of December.
 - *Security Incident: The NDL had to ban a patron from using the library earlier this month due to a series of troubling incidents. The staff is continuing to evaluate security in the building and additional enhancements will be forthcoming in 2025.
 - *Library Card Redesign: The Northville District Library's cards were given an extreme makeover in a patron redesign contest. Winners were selected in the adult and youth categories. Winners will be announced later this month and new library cards will be available in December.
 - *Business Operations Specialist Position: The NDL has hired Debra Pace to become its new Business Operations Specialist. She will be starting on Monday, December 2nd and I will be introducing her to the Friends throughout the month. We are looking forward to having her join the NDL team.

*Community Reads: The Neighborhood Library Association will be hosting its annual Community Reads program on Tuesday, November 19th at 7:00 p.m. Kelsey Ronan, author of Chevy in the Hole, will be giving an author talk on her book at the Novi Public Library. Special thanks go to the Friends for again sponsoring the NDL's participation in this event!

*Freedom to Read Legislation: Legislation has been introduced in the Michigan House of Representatives to preserve Michigan citizens' right to read- H.B. 6034 and 6035. The bills also establish uniform procedures for all Michigan public libraries to follow when addressing collection challenges. Library advocates are being urged to contact their representative to request their support of the bills. Rep. Matt Koleszar is the State Representative for the Northville area.

*Telephone/Internet Outage: Many southeastern Michigan libraries experienced an internet outage for 48 hours this week. For the NDL, this also impacted its telephone service which is internet based. Circulation staff is working through the backlog of holds, checkouts and returns.

8. **Treasurer's Report** -

For Oct 2024, Income included Donations from the Cider on Sunday raffle, Gift Books, Membership, Used Book sales, including vendor sales, for a total of \$2,760.91. Income is 128% of budgeted income for the CY 2024. Expenses included Honor gift books, newsletter printing, Used Book misc expenses, and 3rd Qtr support for Library requests including Summer Reading, Community Reads, Programs, Staff appreciation, and Youth book walk, and printing of Bookmarks, and some Cider on Sunday expenses, for a total of \$17,588.09. A comparison to budget for each line item was included on the report in preparation of 2025 Budget development.

Bank balances, including two CD's, totaled \$71,677.02 at the end of Oct..

A motion to approve the Financial Report for Oct 2024, was made by Cindy and seconded by Charlene. It was unanimously approved.

9. **Committee Reports:**

A. Used Book Operations - Linda Bastien

Neat-O-Scan is down. Volunteers are working to stock the shelves in the Book Cellar while waiting for the scanner to work. We made \$296 at the "holiday" themed Book Sale on November 2nd.

B. Gift Books - Claire Kreher

Since Oct. 10th, we received 4 Gifts - 3 Memorials and 1 Honorary for a total of \$95. (\$55 from Friends of NDL)
No books were added this month.

C. Volunteer Appreciation - Claire Kreher for Denise Stacer

November: Linda Schwelnus (Board), Larry Duggan (Volunteer)

D. Membership - Cindy Frango

Since the Oct. meeting there were 9 new memberships:

6 Individual, 1 teen, and 2 Families

Our current membership is:

Patrons- **20** Businesses - **9** Family - **39** Individual - **73** Teens - **4**

Lifetime - **14** A total of **159 Members**

- E. Newsletter & Public Relations - Chris Litka
 - An email will be sent out for the City Lights program
 - F. Scholarships - No report.
10. **Special Committee Reports:**
- A. Bookmarks - Martha
 - There were 4 designs selected by the committee. We printed 300 bookmarks for each design at Max Printing for a total of \$357.25.
 - B. Cider on Sunday - Martha
 - Expenses were \$405.83 which includes Parmenter's bill, paper products, and flowers for centerpieces.
 - We had 3 raffle baskets and made \$160 in donations from these.
 - Thank you to Charlene for handling and providing the craft. (35 were done)
 - Donors were Sweet Brew Cafe, Northville Community foundation, Tipping Point Theatre, and Parmenters Cider Mill (gift certificate.)
11. **Review and Approval of Agreement with Library**
Laura Mancini recommended some additions to the Agreement regarding volunteer work in the building.
12. **Closed Session - Budget Discussion**
13. **Motion to Adjourn** 8:47 pm Motion passed.