

NORTHVILLE DISTRICT LIBRARY (NDL) BOARD OF TRUSTEES

Regular Meeting Minutes

Thursday, July 24, 2025– 7:00 p.m.

Carlo Meeting Room, Northville District Library

1. Call to order: Chair Nick Vlisides called the Regular Meeting to order at 7:00 PM.

1.1. Roll call: Present: Trustees Carol Doyle, Jennifer Gustafson, Alan Somershoe, Deborah Stanifer, Nicholas Vlisides, and Karren Yurgalite. Also present: Laura Mancini, Library Director; Maria Williams, Assistant Library Director. Absent: Trustee Joseph Corriveau.

1.2. Approval of the Agenda: MOTION: Jennifer Gustafson made a motion to approve the agenda as presented. Alan Somershoe seconded the motion. Motion passed unanimously.

1.3. Approval of Meeting Minutes: MOTION: Carol Doyle made a motion to approve the minutes of the regular June 26, 2025 meeting as presented. Karren Yurgalite seconded the motion. Motion passed unanimously. **MOTION:** Deborah Stanifer made a motion to approve the minutes of the first closed session on June 26, 2025 as presented. Carol Doyle seconded the motion. **MOTION:** Alan Somershoe made a motion to approve the minutes of the second closed session on June 26, 2025 with a spelling correction. Carol Doyle seconded the motion. Motion passed unanimously.

1.4. Citizen Comments: Citizen comments were made.

2. Correspondence: None.

3. Reports to the Board

3.1. Director's Report: Laura Mancini delivered her report to the Board, topics covered included the ILS migration, an update on the status of penal fines from Wayne County, and highlights from recent programs.

3.2. Friends of NDL Report: No report.

4. New Online Catalog Demonstration: Maria Williams presented a demonstration of the new online catalog to the Board, highlighting its new features.

5. Space Planning Update: The Board discussed the need to plan public forums for the fall to collect feedback from community members about the NDL's space needs. The Board decided to have a special meeting on August 21 in order to plan the forums.

6. Budget and Finance Review

6.1. Bills over \$1,000 for approval: MOTION: Deborah Stanifer made a motion to approve the bills over \$1,000 in the total amount of \$119,145.87. Carol Doyle seconded the motion. Motion passed unanimously.

6.2. Financial Report: Laura Mancini presented the financial report to the Board. 58% of the FY has been completed. Total revenue received is at 100% of budget. Total expenditures are at 63% of budget.

6.3. FY2026 Draft Budget: Laura Mancini presented the draft of the FY2026 budget to the Board.

6.4. Resolution on Public Hearing for FY2026 Budget: Alan Somershoe presented Resolution 2025-02. **MOTION:** Alan Somershoe made a motion to adopt Resolution 2025-02; Deborah Stanifer seconded the motion. The Resolution was adopted by unanimous roll call vote.

7. Policy Committee

7.1. Study Room Policy: MOTION: Carol Doyle made a motion to adopt the Study Room Policy. Karren Yurgalite seconded the motion. Motion passed unanimously.

- 7.2. Policy on Volunteers: MOTION:** Carol Doyle made a motion to adopt the Policy on Volunteers. Karren Yurgalite seconded the motion. Motion passed unanimously.
- 7.3. Policy on Internet Access:** Carol Doyle introduced and read the revised Policy on Internet Access.
- 7.4. Library of Things Policy:** Carol Doyle introduced and read the Library of Things Policy.

8. Announcements and Comments:

- 8.1.** The next Facilities Committee Meeting is scheduled for Wednesday, August 20, 2025 at 10:00 AM.
- 8.2.** The Special Board Meeting to plan the community forums is scheduled for Thursday, August 21, 2025 at 7:00 PM.
- 8.3.** The next Finance Committee Meeting is scheduled for Tuesday, August 26, 2025 at 10:00 AM.
- 8.4.** The next Policy Committee Meeting is scheduled for Tuesday, August 26, 2025 at 11:00 AM.
- 8.5.** The public hearing on the proposed FY2026 budget is scheduled for Thursday, August 28 at 6:30 PM.
- 8.6.** The next Library Board Meeting will be held on Thursday, August 28, 2025 at 7:00 PM.

- 9. Adjournment: MOTION:** Jennifer Gustafson made a motion to adjourn the meeting at 8:27 PM. Alan Somershoe seconded the motion. Motion passed unanimously.

8/1/2025
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