

NORTHVILLE DISTRICT LIBRARY (NDL) BOARD OF TRUSTEES
Regular Meeting Minutes
Thursday, October 23, 2025 – 7:00 p.m.
Carlo Meeting Room, Northville District Library

1. **Call to order:** Chair Nicholas Vlisides called the Regular Meeting to order at 7:00 PM.
 - 1.1. **Roll call:** Present: Trustees Joseph Corriveau, Carol Doyle, Alan Somershoe, Deborah Stanifer, Nicholas Vlisides, and Karren Yurgalite. Also present: Laura Mancini, Library Director; Debra Pace, Business Operations Manager; Martha Nork, President of the Friends of NDL.
Absent: Trustee Jennifer Gustafson.
 - 1.2. **Approval of the Agenda: MOTION:** Karren Yurgalite made a motion to approve the agenda as presented. Carol Doyle seconded the motion. Motion passed unanimously.
 - 1.3. **Approval of Meeting Minutes: MOTION:** Alan Somershoe made a motion to approve the minutes of the regular meeting on September 25, 2025 as presented. Deborah Stanifer seconded the motion. Motion passed unanimously. **MOTION:** Karren Yurgalite made a motion to approve the minutes of the closed session on September 25, 2025 as presented. Carol Doyle seconded the motion. Motion passed unanimously.
 - 1.4. **Citizen Comments:** None.
2. **Correspondence:** None.
3. **Reports to the Board**
 - 3.1. **Director's Report:** Laura Mancini delivered her report to the Board, topics covered included recent building maintenance issues, upcoming appreciation events for the Library's staff (Oct 28) and Volunteers (Nov 5), an update on an ongoing patron behavior/security issue, and an update on MeLCat implementation project. Director Mancini also noted some upcoming vacation time.
 - 3.2. **Friends of NDL Report:** Martha Nork shared an update from the Friends of NDL, including an update on the recent Cider on Sunday event which was a big success, and shared the winners of the annual bookmark design contest.
4. **Community Forum Recap:** The Board discussed the Community Forum which was held on October 14 at the Northville Community Center. Quinn Evans will be asked to formally stake out the proposed building and property line in the City park next door that the NDL might be interested in acquiring if it decides to expand its current facility.
5. **Budget and Finance Review**
 - 5.1. **Bills over \$1,000 for approval: MOTION:** Deborah Stanifer made a motion to approve the bills over \$1,000 in the total amount of \$97,249.63. Carol Doyle seconded the motion. Motion passed unanimously.
 - 5.2. **Financial Report:** Laura Mancini presented the financial report to the Board. 83% of the FY has been completed. Total revenue received is at 100% of budget. Total expenditures are at 82% of budget.
6. **Personnel Committee - Closed Session: MOTION:** Joseph Corriveau made a motion to enter closed session. Alan Somershoe seconded the motion. Motion passed by unanimous roll call vote. **MOTION:** Joseph Corriveau made a motion to return to open session. Karren Yurgalite seconded the motion.

7. **Announcements and Comments:**

- 7.1. The next Community Forum on Space planning is scheduled for Monday, November 10, 2025 at 7:00 PM at Northville Township Hall.
- 7.2. The next Facilities Committee Meeting is scheduled for Wednesday, November 12, 2025 at 10:00 AM.
- 7.3. The next Finance Committee Meeting is scheduled for Tuesday, November 18, 2025 at 9:45 AM.
- 7.4. The next Policy Committee Meeting is scheduled for Tuesday, November 18, 2025 at 11:00 AM.
- 7.5. The next Library Board Meeting will be held on Thursday, November 20, 2025 at 7:00 PM.

8. **Adjournment: MOTION:** Deborah Stanifer made a motion to adjourn the meeting at 8:29 PM. Joseph Corriveau seconded the motion. Motion passed unanimously.

10/31/2025
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