

NORTHVILLE DISTRICT LIBRARY (NDL) BOARD OF TRUSTEES
Regular Meeting Minutes
Thursday, January 22, 2026 – 7:00 p.m.
Friends Community Room, Northville District Library

1. **Call to order:** Chair Nicholas Vlisides called the Regular Meeting to order at 7:01 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; Maria Williams, Assistant Library Director.
Absent: Trustee Jennifer Gustafson
 - 1.2. **Approval of the Agenda:** **MOTION:** Alan Somershoe made a motion to approve the agenda as presented. Deborah Stanifer 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 meeting on December 18, 2025. Alan Somershoe seconded the motion. Motion passed unanimously.
MOTION: Alan Somershoe made a motion to approve the minutes of the closed session of the regular meeting on December 18, 2025. Karren Yurgalite seconded the motion. Motion passed unanimously.
MOTION: Deborah Stanifer made a motion to approve the minutes of the special meeting on December 29, 2025. Joseph Corriveau seconded the motion. Motion passed unanimously.
MOTION: Karren Yurgalite made a motion to approve the minutes of the closed session of the special meeting on December 29, 2025. Carol Doyle seconded the motion. Motion passed unanimously.
MOTION: Deborah Stanifer made a motion to approve the minutes of the special meeting on January 15, 2026. Joseph Corriveau seconded the motion. Motion passed unanimously.
MOTION: Alan Somershoe made a motion to approve the minutes of the closed session of the special meeting on January 15, 2026. Karren Yurgalite seconded the motion. Motion passed unanimously.
 - 1.4. **Election of Officers:** **MOTION:** Deborah Stanifer made a motion to nominate Carol Doyle as Chair, herself as Vice Chair, Alan Somershoe as Secretary, and Karren Yurgalite as Treasurer. Joseph Corriveau seconded the motion. Motion passed.
 - 1.5. **Appointment of 2026 Board of Trustee Committee Members:** **MOTION:** Alan Somershoe made a motion to retain the existing committee assignments for the Personnel and Facilities Committees; to elevate Karren Yurgalite to the Chair of the Finance Committee; and to remove Deborah Stanifer from and add Karren Yurgalite to the Policy Committee. Joseph Corriveau seconded the motion. Motion passed.
The following Committees were established for 2026:
 - Finance Committee: Karren Yurgalite (Chair), Nick Vlisides, and Deborah Stanifer
 - Policy Committee: Carol Doyle (Chair), Jennifer Gustafson, and Karren Yurgalite
 - Personnel Committee: Joe Corriveau (Chair), Alan Somershoe, and Jennifer Gustafson
 - Facilities Committee: Alan Somershoe (Chair), Carol Doyle, and Deborah Stanifer

- 1.6. **Board Bylaws Reaffirmation: MOTION:** Karren Yurgalite made a motion to affirm the Library Board of Trustees By-Laws. Alan Somershoe seconded the motion. Motion passed.
- 1.7. **Resolution 2026-01: Schedule of 2026 Board of Trustees Meeting Dates-** Resolution 2026-01 sets the dates of the regular meetings of the Northville District Library Board of Trustees for the calendar year 2026. **MOTION:** Deborah Stanifer made a motion to accept Resolution 2026-01. Alan Somershoe seconded the motion. Motion passed by unanimous roll call vote. All regular meetings of the Board of Trustees are on the 4th Thursday of the month except for November and December, when the meetings are held on the 3rd Thursday.
- 1.8. **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 the annual financial audit, the annual State Aid report, the upcoming Community Awards Dinner, and the Northville Creates project. Director Mancini also provided an update on the status of some building problems, notably a heating outage which was repaired promptly but required a brief building closure.
- 3.2. **Friends of NDL Report:** No report.

4. **Community Survey Update:** The Ivy Group will present the draft questions for the upcoming community survey related to space planning to the Board of Trustees at a Special Meeting on February 17, 2026, at 7:00 PM in the Local History Room.

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 \$173,382.68. Nick Vlisides seconded the motion. Motion passed unanimously.
- 5.2. **Financial Report:** Laura Mancini presented the financial report to the Board. 8% of the FY has been completed. Total revenue received is at 2% of budget. Total expenditures are at 10% of budget.

6. **Personnel Committee**

- 6.1. **Director Evaluation: MOTION:** Per MCL Section 15.268 (a) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named individual requests a closed hearing, Joseph Corriveau made a motion to convene a closed session at 7:36 PM. Alan Somershoe seconded the motion. Motion passed by unanimous roll call vote. **MOTION:** Joseph Corriveau made a motion to return to regular session at 8:29 PM. Alan Somershoe seconded the motion. Motion passed by unanimous roll call vote. The Board instructed Director Mancini to file the report which was discussed.

7. **Announcements and Comments:**

- 7.1. A special meeting of the Library Board will be held on Tuesday, February 17, 2026 at 7:00 PM.

- 7.2. The next Facilities Committee Meeting is scheduled for Wednesday, February 18, 2026 at 10:00 AM.
- 7.3. The next Finance Committee Meeting is scheduled for Tuesday, February 24, 2026 at 10 AM.
- 7.4. The next Policy Committee Meeting is scheduled for Tuesday, February 24, 2026 at 11:00 AM.
- 7.5. The next regular Library Board Meeting will be held on Thursday, February 26, 2026 at 7:00 PM.

8. **Adjournment: MOTION:** Karren Yurgalite made a motion to adjourn the meeting at 8:30 PM. Alan Somershoe seconded the motion. Motion passed unanimously.

02/09/2026
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