

NORTHVILLE DISTRICT LIBRARY (NDL) BOARD OF TRUSTEES
Regular Meeting Minutes
Thursday, April 23 2026 – 7:00 p.m.
Carlo Meeting Room, Northville District Library

1. **Call to order:** Chair Carol Doyle 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; and Martha Nork, President of the Friends of NDL.
Absent: Trustee Joseph Corriveau
 - 1.2. **Approval of the Agenda: MOTION:** Karren Yurgalite made a motion to approve the agenda as presented. Alan Somershoe seconded the motion. Motion passed unanimously.
 - 1.3. **Approval of Meeting Minutes: MOTION:** Deborah Stanifer made a motion to approve the minutes of regular meeting on March 26, 2026. Karren Yurgalite 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 a display for ALS Awareness Month; a reminder of the filing deadline for candidates running for a position on the Board of Trustees; recent building security enhancements; and National Library Week. Director Mancini also provided an update on some upcoming professional development opportunities for staff, including Staff Development Day on May 15; and informed the Board of the employee survey which will be conducted by The Ivy Group over the summer.
 - 3.2. **Friends of NDL Report:** Friends of NDL President Martha Nork shared that two Friends Board members attended the Friends of Michigan Libraries conference on April 10th, and she attended a seminar hosted by Share Detroit with Michigan Nonprofit Association on April 20th. The Friends brought in treats for the staff on Tuesday, April 21st to celebrate National Library Workers Day and partnered with Buddy's Pizza for a fundraiser on the 22nd. Martha also shared the Friends' plan to host a Used Book sale June 5-7 at the Library.
4. **Community Survey Update:** Director Mancini provided an update from The Ivy Group, who will deliver the draft report of the results of the Community Survey on or before May 8th. The Ivy Group will present the results to the public on Thursday, May 21 at 7:00 PM at the Northville Community Center.
5. **Budget and Finance Review**
 - 5.1. **Bills over \$1,000 for approval: MOTION:** Karren Yurgalite made a motion to approve the bills over \$1,000 in the total amount of \$189,258.45. Nicholas Vlisides seconded the motion. Motion passed unanimously.
 - 5.2. **Financial Report:** Laura Mancini presented the financial report to the Board. 33% of the FY has been completed. Total revenue received is at 96% of budget. Total expenditures are at 36% of budget.

6. Facilities Committee

6.1. Water Softener Proposal: MOTION: Alan Somershoe made a motion to approve the quote from the Limbach Company to install a water softener for the humidifiers in the amount of \$24,850, to be paid out of the Reserve Fund - Fund for Building Preservation. Deborah Stanifer seconded the motion. Motion passed unanimously.

7. Policy Committee

7.1. Policy on Disposal of Furniture, Equipment, and Supplies: MOTION: Jennifer Gustafson made a motion to reaffirm the Policy on Disposal of Furniture, Equipment, and Supplies. Alan Somershoe seconded the motion. Motion passed unanimously.

7.2. Policy on Confidentiality of Library Records: MOTION: Jennifer Gustafson made a motion to reaffirm the Policy on Confidentiality of Library Records. Nicholas Vlisides seconded the motion. Motion passed unanimously.

8. Announcements and Comments:

8.1. The next Facilities Committee Meeting is scheduled for Wednesday, May 20, 2026 at 10:00 AM.

8.2. The next Finance Committee Meeting is scheduled for Tuesday, May 26, 2026 at 10 AM.

8.3. The next Policy Committee Meeting is scheduled for Tuesday, May 26, 2026 at 11:00 AM.

8.4. The next regular Library Board Meeting will be held on Thursday, May 28, 2026 at 7:00 PM.

9. Adjournment: MOTION: Alan Somershoe made a motion to adjourn the meeting at 7:52 PM. Deborah Stanifer seconded the motion. Motion passed unanimously.

05/19/2026

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