NORTHVILLE DISTRICT LIBRARY (NDL) BOARD OF TRUSTEES
Regular Meeting Minutes
Thursday, August 27, 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 following the Public Hearing on the proposed 2026-2027 Library Operating Budget.
   - 1.1. **Roll call:** Present: Trustees Joseph Corriveau, Carol Doyle, Jennifer Gustafson, Alan Somershoe, Deborah Stanifer, Nicholas Vlisides, and Karren Yurgalite. Also present: Laura Mancini, Library Director; Maria Williams, Assistant Library Director; Martha Nork, President of the Friends of NDL.
   - 1.2. **Approval of the Agenda: MOTION:** Alan Somershoe made a motion to amend the agenda to add the Meeting Room Denial Appeal Request as item 4.3 and to approve the agenda as amended. Joseph Corriveau seconded the motion. Motion passed unanimously.
   - 1.3. **Approval of Meeting Minutes: MOTION:** Deborah Stanifer made a motion to approve the minutes of the regular July 23, 2026 meeting as presented. Alan Somershoe seconded the motion. Motion passed unanimously.
   - 1.4. **Citizen Comments:** None.

2. **Correspondence:** The Board shared and discussed correspondence.

3. **2026 Employee Survey Presentation – Ivy Group:** Consultants Julia Prince and Laura Beth Fox-Ezell of The Ivy Group presented the results of the 2026 Employee Survey to the Board of Trustees via Zoom.

4. **Reports to the Board**
   - 4.1. **Director's Report:** Laura Mancini delivered her report to the Board, topics covered included a status update on the discussions with the City of Northville about the possibility of acquiring some of the neighboring green space for a potential expansion of the building, the upcoming painting project, some recent patron incidents, and progress toward the launch of a mobile library app. Director Mancini also included an update on the annual Summer Reading Program, the upcoming Volunteer Appreciation Event, and study room usage.
   - 4.2. **Friends of NDL Report:** Martha Nork shared an update from the Friends of NDL, including an update on the Craft Kit assembly volunteers and the annual Bookmark Contest which begins August 31 and runs through September.
   - 4.3. **Meeting Room Denial Appeal Request: MOTION:** Jennifer Gustafson made a motion to affirm Director Mancini's denial of patron Mou Rakshit's request to use the Carlo and Friends Community meeting rooms on Saturday, September 12. Joseph Corriveau seconded the motion. Motion passed unanimously.

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 $200,702.24. Jennifer Gustafson seconded the motion. Motion passed unanimously.
   - 5.2. **Financial Report:** Laura Mancini presented the financial report to the Board. 67% of the FY has been completed. Total revenue received is at 101% of budget. Total expenditures are at 71% of budget.
   - 5.3. **FY2026 Budget: MOTION:** Karren Yurgalite made a motion to approve the fiscal year 2027 Operating Budget as presented. Deborah Stanifer seconded the motion. Motion passed unanimously.

6. **Resolution on Millage Rate:** Secretary Alan Somershoe presented Resolution 2026-03 to certify the millage rate at 1.0796 mills for fiscal year 2026-2027. The resolution was seconded by Karren Yurgalite. The resolution was approved by unanimous roll call vote.

7. **Policy Committee**
    - **7.1. Policy on Pre-Employment Screening: MOTION:** Jennifer Gustafson made a motion to adopt the Policy on Pre-Employment Screening. Karren Yurgalite seconded the motion. Motion passed unanimously.
    - **7.2. Policy on Financial Fraud – First Reading:** Trustee Gustafson offered the first reading of the Policy on Financial Fraud.

8. **Announcements and Comments:**
    - **8.1.** The next Facilities Committee Meeting is scheduled for Wednesday, September 16, 2026 at 10:00 AM.
    - **8.2.** The next Finance Committee Meeting is scheduled for Tuesday, September 22, 2026 at 1:00 PM.
    - **8.3.** The next Policy Committee Meeting is scheduled for Tuesday, September 22, 2026 at 11:00 AM.
    - **8.4.** The next Library Board Meeting will be held on Thursday, September 24, 2026 at 7:00 PM.

9. **Adjournment: MOTION:** Nicholas Vlisides made a motion to adjourn the meeting at 8:56 PM. Jennifer Gustafson seconded the motion. Motion passed unanimously.

9/9/2026
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