



Agenda

Novi Public Library Board of Trustees--Regular Meeting
Thursday, September 23, 2021
at 7:00 p.m.
Location: City of Novi – City Council Chambers

Mission Statement: Novi Public Library provides the resources and programs to support the educational, cultural, informational and recreational needs of its diverse community.

DEI Statement: The Novi Public Library is committing to ensure that every Novi community member, library guest, Board of Trustee member, library staff and volunteer, are treated with dignity and respect. Discrimination, bigotry and racism will not be tolerated. The Board and staff are dedicated to promoting diversity, equity and inclusion in order to create a comfortable, safe and supportive library environment for all.

Call to Order by President, Kathy Crawford

Pledge of Allegiance

Roll Call by Kat Dooley (in absence of Secretary, Brian Bartlett)

- 1. Trustees: Bartlett, Cherukuri, Crawford, Dooley, Michener, Wood and Yu, Student Representatives – positions open at this time

Approval of Agenda.....1-5

Consent Agenda

- 1. Approve Minutes of:
 - A. August 26, 2021 – Regular Meeting.....6-17
- 2. Approve Claims and Warrants of:
 - A. Accounts 268 and 269 (#606) 18-20

Presentations

- 1. No presentations scheduled

Public Comment

In order to hear all citizen comments at a reasonable hour, the Library Board requests that speakers respect the (3) three-minute time limit. This is not a question-answer session. However, it is an opportunity to voice your thoughts with the Library Board. Citizens must state their first, last name and address

DISCLAIMER: Audiovisual presentations are welcome. To insure adequate equipment needs, please contact Library Administration at least 5 days in advance of the meeting. The materials cannot be changed before the meeting.

Reports

- 1. Student Representatives Report (update by Lindsay Gojcaj, Teen Librarian) 21-22
New student representatives have been appointed to the Library Board. We will welcome Abhay Kakarla and Rida Salim at the October 28th meeting. The students will be engaged in an orientation meeting with Director Farkas and Lindsay Gojcaj, Teen Librarian, prior to the October meeting.

2. President's Report (Kathy Crawford)	
A. 2019-2022 Strategic Planning Goals.....	23
B. Library Board of Trustees Committee Assignments 2021-2022 updated as of 9/14/21 reflecting appointment of Kat Dooley to HR Committee	24
C. Letter from Dr. Lee Meadows (previously included in July 22, 2021 packet); recommendation to have the Library Board engage further with Dr. Lee Meadows. Director Farkas is inquiring about consulting fees for this work.....	25-26
D. Staff has been asked to review the Community Listening Session narrative from 6/22/21 based on point of clarification provided by Sharon Trumpy	27
E. Based on the motion approved (5-1) regarding Juneteenth at the 8/26/21 meeting, follow-up in committees has begun. HR Committee is meeting 9/20/21. Director Farkas has asked for further guidance and information pertaining to staff feedback from the HR Committee. Policy has not chosen a meeting date as of yet.	
F. Listening Session Reflection Responses by Novi Library Board of Trustees 7/22/21 ...	28-34
3. Treasurer's Report (Geoffrey Wood)	
A. 2021-2022 Library Budget Fund 268	35-37
B. 2021-2022 Contributed Fund Budget 269	38
C. Financial Report August 2021	39
D. Library Fund 268 Expenditure & Revenue Report as of August 31, 2021	40-42
E. Library Fund 269 Contributed Fund as of August 31, 2021	43
F. Balance Sheets for Funds 268 and 269 as of August 31, 2021	44-45
4. Director's Report (Julie Farkas)	46-50
A. Information Technology Report	51-52
B. Facilities Report	52-53
C. Information Services Report	54-57
D. Support Services Report	58
E. Library Usage Statistics.....	59-67
F. Friends of Novi Library – Agenda September 8, 2021; Minutes June 9, 2021; Kaleidoscope series flyer	68-73
G. City of Novi Historical Commission – Minutes July 21, 2021; Agenda September 15, 2021; Speaker series flyer	74-79

Public Comment

In order to hear all citizen comments at a reasonable hour, the Library Board requests that speakers respect the (3) three-minute time limit. This is not a question-answer session. However, it is an opportunity to voice your thoughts with the Library Board. Citizens must state their first, last name and address

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Committee Reports

1. **Policy Committee:** Review current public policies for the Library
(Chair: Wood, Bartlett and Michener, Staff Liaison – Julie Farkas)
 - Staff Committee: Julie Farkas, Barb Rutkowski, Maryann Zurmuehlen, Betty Lang, Keith Perfect, Dana Brataniec and Hillary Hentschel.
 - No meeting; no report.
 - Committee bringing forth as 2nd draft for Board review the following policies:
 - A. Remote Work Policy..... 80-83
 - B. Record Retention Policy (new policy) 84

- C. Guest Behavior Policy..... 85-91
 - D. Confidentiality of Guest Records: Freedom of Information Act and Subpoenas (pending further draft edits for October 2nd draft review)
2. **HR Committee:** Review HR Policies for the Library, Director Review & Goals
(Chair: Crawford, Dooley, Staff Liaisons – Julie Farkas and Nicole Williams)
 - Staff Committee: Julie Farkas, Nicole Williams, Lindsay Gojcaj and Kirsten Malzahn.
 - Meeting scheduled for 9/20/21
 3. **Finance Committee:** Financial plan based on building assessment review, Library endowment investigation
(Chair: Bartlett, Cherukuri, Wood, Staff Liaisons – Julie Farkas & Barbara Cook)
 - No meeting; no report.
 4. **Events/Marketing/Fundraising Committee:** Outreach opportunities
(Chair: Dooley, Bartlett, Yu, Staff Liaisons – Julie Farkas & Dana Brataniec)
 - A meeting was held on: September 13, 2021
 - **GOALS:**
 - 1: Read box fundraiser during National Library Week (April 2022)
 - 2: Bigger ongoing support to Friends of Novi Library
 - 3: Marketing plan update
 - See Chair Dooley's report 92-93

Trustee Events Attended:

Trustee Dooley
9/20 - Temple visit (pending)

Trustee Bartlett
9/8- Friends of Novi Library
9/9 – Friends Music event at Paradise Park
9/20- Temple visit (pending)

5. **Strategic Planning Committee:**
(Chair: Bartlett, Dooley, Staff Liaison – Julie Farkas).
 - No meeting; No report.
 - Based on the Board Retreat on Saturday, June 26, 2021, committees are being asked to identify 2-3 goals to be identified and addressed for 21/22.
6. **Building/Landscape Committee:**
(Chair: Yu, Cherukuri, Staff Liaison – Julie Farkas)
 - No meeting; no report.
 - **GOALS:**
 1. Apply for the Build America's Great Libraries Grant, if approved, to fund library improvement projects, such as the main entryway. Explore other grant opportunities we can apply for.
 2. Explore ways to make our infrastructure (i.e. phone, security system) to be more resilient to weather, external factors (i.e. market shifts); Opportunities to complete the LED lighting project with the meeting spaces.
 3. Review NPL's current Technology Plan

- Update from Director Farkas:
 - A visit from the Risk Control Consultant for the Insurance claim pertaining to technology damage due to two storms this summer occurred on Monday, September 13, 2021. The consultant will now move along the information to the underwriters.
 - RFPs for the phone system were received. A total of 16 proposals were submitted and are currently being reviewed by Julie Farkas and Barb Rutkowski.
 - Some staff have experienced tire issues due to the construction debris in the Novi High School staff parking lot. This was addressed with the high school construction contractor and frequent sweepings of the lot have been offered by the contractor.
 - The library parking lot has been experiencing a high volume of vehicle traffic from 2:45pm – 3:20pm. High school parents are using the library lot as a pick-up to avoid getting stuck in the high school lots, unfortunately this has created back-ups to the drive-up window and excessive cueing of cars to pick-up students and to exit out of the parking lot. Contact was made with Assistant Superintendent Greg McIntyre, Principal Carter at Novi High and the Novi Police Dept. Extra patrolling of the main entrance by Library staff has been executed.

7. **Bylaw Committee (Ad-hoc): Review of Library Board Bylaws**

(Chair: Wood, Bartlett, Michener, Staff Liaison – Julie Farkas)

- No meeting; no report.
- **GOAL:** Review current Library Board Bylaws (last updated March 28, 2019)

8. **DEI: Diversity, Equity and Inclusion Committee**

(Chair: Cherukuri, Dooley, Michener, Staff Liaisons – Julie Farkas & Nicole Williams)

- No meeting held; no report.
- Staff DEI Committee update, meeting held 9/14/21: Committee is looking into a community event for utilizing the \$1,000 in the DEI budget: creating some kind of challenge (targeting April during National Library Week, which is also Diversity month). Possibly a 30 day challenge with a scorecard/bingo card/calendar idea where we can engage all users of the library. The ALA scorecard for Library and Information Organizations that was developed by ALA Committee on Diversity was discussed further and staff are offering up additional information pertaining to NPL. A tour of the Sri Venkateswara Temple & Cultural Center was rescheduled for Monday, September 20th. Nicole, from HR, is working on a series of webinars/presentations for staff to participate in related to DEI for 21/22. The Library unfortunately was not chosen for the UofM DEI project proposal.

Matters for Library Board Action

1. Remote Work Policy 80-83
2. Record Retention Policy (new policy) 84
3. Guest Behavior Policy (omitting the Smoking Policy as a separate policy and adding language to the Guest Behavior Policy 85-91

Communications

1. 8/26/21: Email from Ian Reed Twiss Re: How does this advance DEI.....94
2. 8/27/21: Email from Sharon Trumpy Re: Recent message.....94-95
3. 9/9/21: Email from NNRAAA Re: Petition for the Removal of Sreeny Cherukuri as Library.....95-103
4. 9/14/21: Email from Emily Brush, NPL Librarian Re: Thank you.....103

Closed Session

- 1. None

Entering into Closed Session: Need a motion, 2nd and Roll Call vote to enter into Closed Session

Exiting Closed Session: Need a motion, 2nd and Roll Call vote to enter back into the Regular Meeting.

Adjournment

Supplemental Information

- Library Board Calendar – 2021 104

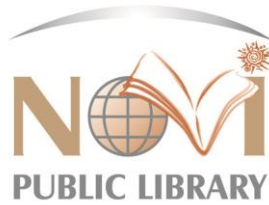
2021 Future Events:

- 10/13: Friends of the Novi Library Regular Meeting at 2pm, Novi Public Library
- 10/13: City of Novi Historical Commission Regular Meeting at 7pm, Novi Public Library
- 10/28: Library Board Regular Meeting at 7pm, City of Novi, Council Chambers
- 11/2: VOTING DAY: Due to being a precinct location, the library will provide limited lobby, drive-up and café services, full use of the building is CLOSED.
- 11/10: Friends of the Novi Library Regular Meeting at 2pm, Novi Public Library
- 11/10: City of Novi Historical Commission Regular Meeting at 7pm, Novi Public Library
- 11/17: Library Board Regular Meeting at 7pm, City of Novi, Council Chambers
- 11/24: Library closes at 5pm
- 11/25: Library closed for Thanksgiving Holiday
- 11/26: Library closed

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45255 W. Ten Mile Road, Novi, MI 48375, Telephone: 248-349-0720

<http://www.novilibrary.org>



**CITY OF NOVI LIBRARY BOARD
MINUTES, REGULAR MEETING
August 26, 2021**

Expanded Draft

Call to Order by Vice President, Kat Dooley

The meeting was held at the Novi Civic Center, Council Chambers, 45175 Ten Mile Road Novi Michigan 48375, and was called to order by Kat Dooley, Vice President, at 7:00 p.m.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call by Secretary, Brian Bartlett

1. **Library Board**

Kathy Crawford, President (absent/excused)
Kat Dooley, Vice- President
Brian Bartlett, Secretary
Sreeny Cherukuri, Board Member
Tara Michener, Board Member
Geoffrey Wood, Treasurer
Torry Yu, Board Member

Student Representatives

Open Positions

Library Staff

Julie Farkas, Director
Barbara Cook, Bookkeeper

Library Attorney

Tom Schultz
Rosati, Schultz, Joppich & Amtsbuechler

Approval of Agenda

Trustee Wood suggested that the clause asking Trustees to state their location be removed from the Agenda since this was only needed for the virtual meetings. Trustee Michener wishes to speak during second public comment.

A motion was made to approve the Agenda.

1st – Trustee Michener

2nd – Trustee Yu

Roll Call Vote was taken. 6 yes votes. Motion passes unanimously. President Crawford is absent/excused.

Consent Agenda

1. Approve Minutes of:
 - A. July 22, 2021- Regular Meeting
A motion was made to approve the regular meeting minutes, July 22, 2021
1st- Trustee Bartlett
2nd- Trustee Michener
Roll Call Vote was taken. 6 yes votes. Motion passes unanimously.
President Crawford is absent/excused.
2. Approve Claims and Warrants of:
 - A. Accounts 268 and 269 (#605)
A motion was made to approve the claims and warrants (#605).
1st- Trustee Bartlett
2nd- Trustee Michener
Roll Call Vote was taken. 6 yes votes. Motion passes unanimously.
President Crawford absent/excused.

Presentations

1. Check presentation & annual report by Sue Johnson – President, Friends of Novi Library
 - The Friends graciously donated \$23,275 to the Novi Library for FY 2020-2021 supporting several Library programs, such as music programs, grab & go kits, raising a reader and the iCube. This monetary commitment greatly enhances the Novi Community.
 - FY 2021-2022 Friends are pledging \$27,800.

Public Comment

Anna Javori, North Hills Drive Northville, MI

- Anna is a PHD candidate at Wayne State and has been a patron of the library since 2007. She feels that the library is one of the pivotal aspects of the community and that community members rely on this cultural center.
- An ideal library encompasses a broad range of factors, for example the design and lighting of the building, and the way it allows patrons to circulate in the library. There are organizational factors such as neatness and tidiness. Anna said that most important is interaction. The way the staff interact with the patrons.
- Anna said not all libraries are able to achieve these goals/standards. Over the many years, she feels blessed to be able to utilize the Novi Library. Through her countless observations she feels that Novi Library not only has achieved these standards but has surpassed them in many different ways. Not only from the amenities that the building offers but most importantly the way the staff interacts with the patrons, with support, kindness and generousness.
- Anna acknowledged the excellent leadership of Director Farkas and her ability to guide and train the staff.
- Her main reason in speaking today is to recognize that this cultural center (library) remained a cultural center despite all the limitations, obstacles and frustrations

which includes additional sanitizing and the strong demand for library holds. The library carried on and this aided in community member's mental health.

Reports

1. Student Representatives Report
(Page 22, prepared by Librarian, Lindsay Gojcaj, waiting on new appointments)
2. President's Report (Kathy Crawford- absent/excused)
 - A. Library Board of Trustees Committee Assignments 2021-2022 updated as of 8/22/21
(On page 23)
 - B. 2019-2022 Strategic Planning Goals
(On page 24)
 - C. 2020-2021 Goals Document Update – as of June 30, 2021 (pages 25-55)

Trustee Michener reviewed pages 28 and 41 of the goal update. She said that the document lists the listening session goal as complete. She asked how this is so if the corresponding reflection session was cancelled and the updated board response document, as promised, by President Crawford is not included. Trustee Michener feels it is not complete yet. Additionally, on page 82 she likes the ad for DEI, but wanted to add that the statement saying... we are dedicated to listening to the voices of Novi...becomes a little tricky since the listening session (reflection) was not held. Trustee Michener suggests a revision to these documents.

3. Treasurer's Report (Geoffrey Wood)- pages 67-69
 - A. 2021-2022 Library Budget Fund 268
The 2021-2022 Library Fund 268 budget calls for revenue of \$3,244,172 with expenditures of \$3,409,700 consuming \$165,528 of the fund balance.
 - B. 2021-2022 Contributed Fund Budget 269
The 2021-2022 Library Contributed Fund 269 budget calls for revenue of \$47,500 and expenditures of \$58,400 consuming \$10,900 of the fund balance.
 - C. Financial Report - July 2021
On page 60 of the August Board packet.
 - D. Library Fund 268 Expenditure and Revenue Report ending July 31, 2021
Revenue ending July 31, 2021 was \$3,077,349.
Expenditures ending July 31, 2021 was \$232,227.
 - E. Library Fund 269 Contributed Fund ending July 31, 2021
Revenue ending July 31, 2021 was \$1,625.
Expenditures ending July 31, 2021 was \$10,500.
 - F. Balance Sheets for Funds 268 and 269 as of July 31, 2021
Ending Fund Balance for Fund 268 as of July 31, 2021 was \$5,342,263
Ending Fund Balance for Fund 269 as of July 31, 2021 was \$1,719,529

Trustee Dooley asked about account 268-665.266 SRP TShirt sales. Director Farkas said this is a revenue account that has been in the budget for a number of years.

It is used in case there is an opportunity to sell Summer Reading TShirts to the public. Additionally, Trustee Dooley asked about the café and perhaps capturing a small percentage of profit, like 2 or 5 percent to help fund library initiatives. Director Farkas reported that the café has paid the library the full amount of the lease for the entire year. She added that the finance committee can take a look at the current agreement. Trustee Dooley discussed fine free through the end of this year and asked the Trustees to take a look at what is projected vs what is accruing in fines for future discussions. She also asked the Trustees to advocate for the library in terms of grants and promotions. Please send any resources to the staff or Julie. Trustee Dooley pointed out that the Friends of the Novi Library is a 501(c)(3), donations can be directed to the library or to the Friends as tax exempt.

Trustee Cherukuri asked for clarification on account numbers 268-742.100 and 268-657.000. Director Farkas said that account 268-657.000 represents revenue from book fines charged for late materials and account 268-742.100 is what Novi Library paid to other libraries for lost materials. Trustee Michener asked if this is reciprocated and Director Farkas said yes it is.

4. Director's Report (Julie Farkas)

On pages 67-84 of the August Board packet.

Staff members celebrating anniversaries for September are:

- Mary Robinson– Information Services - 16 years
- Dominic Doot - Information Technology- 10 years
- Yolando Hockaday-Dennis – Information Services – 6 years
- Jill Wasson- Support Services – 2 years
- Leah Bruce- Information Services – 2 Years

A. Information Technology Report (pages 85-86)

B. Facilities Report (no submission)

C. Information Services Report (pages 87-89)

D. Support Services Report (page 90)

E. Library Usage Statistics Report (pages 91-99)

F. Friends of Novi Library – (pages 100-102)

G. City of Novi Historical Commission – (page 103)

Director Farkas was pleased to welcome Consul General Shindo and happy to give him a library tour on Wednesday, August 20th. Trustee Bartlett and former Trustee Verma were a part of the tour.

Dana Brantaniec, Novi Library's communications coordinator has submitted a project proposal with the University of Michigan for a student led project to identify areas of DEI needs within the community.

Trustee Michener mentioned staff member, David Silberman and the letter received celebrating his achievements at Novi Library.

Trustee Bartlett sends kudos to international librarian Shannon O'Leary saying she is outstanding at reading character sets.

Public Comment

Sharon Trumpy, resides on Harvest Drive, Novi.

- Sharon did not see anything in the packet or on the agenda that indicates that there would be any response to concerns about Trustee Cherukuri's social media posts and the implications for his service on the DEI committee. She said he clearly finds it humorous to make posts that are sexist, racist, homophobic and transphobic. Sharon said even though Trustee Cherukuri responded to the Ellen posts in the Board packet, there are numerous other posts that suggest he is not committed to DEI and should not be chairing that committee.
- Sharon said if Mayor Gatt supports his (Trustee Cherukuri's) appointment and Trustee Crawford continues to support his appointment to the DEI chair she assumes that means they are both comfortable with Mr. Cherukuri's post/comments and reposts - Sharon provided examples of each.
- Sharon said that a man who thinks that the painful and potentially dangerous process of sharing ones gender identity or sexual orientation publicly is funny has no business chairing a committee that is in charge of making sure that all of the community members are welcome and safe at the library.
- Sharon fully supports the first amendment and Trustee Cherukuri's right to say things she finds repugnant, but this does not mean that Mr. Cherukuri is exempt from public scrutiny as an official. Nor does it mean his words do not reflect upon the Board, library or Mayor Gatt's commitment to DEI.

Tia Marie Sanders resides on Novi Road.

- Tia Marie echo's what Sharon Trumpy said as a staff member of the library.
- Tia Marie said those statements and no accountability for those statements makes her job difficult and her space unsafe. She does not have faith in Trustee Cherukuri to lead as a Board member, and to lead the staff. She said his comments are problematic, hurtful and painful. She said that he makes the director's job more difficult when she is trying to do her best to keep staff together.
- She expects the other Board members to take whatever action they can, such as censure, and/or remove Trustee Cherukuri from the Board because he makes it unsafe.
- Tia Marie said that the Board cannot continue with any person on the board that continues to make her space unsafe and the community unsafe.

Betsey B resides on Cranbrooke

- Betsey echoes Sharon and Tia Marie. She finds the social media posts appalling and does not believe it is accidental.
- She said that if Trustee Cherukuri finds it amusing to offend people that speaks to his character, which is problematic for someone on the DEI committee and suggested service on another committee if his service continues.
- Betsey would like to learn how to sign up for the grab and go bags and thinks they are fabulous.

- Betsey said on behalf of Novi Northville Racial Accountability and Action Group they ask again that the Board vote on Juneteenth to be recognized as a paid Holiday just like July 4th. The current proposal for the finance committee is not acceptable. She would like the Finance Committee to provide the actual cost to add a paid Holiday. If the finance committee can't answer the question perhaps the HR committee may be better suited to address Juneteenth Holiday.
- She added that the HR committee only has one Trustee appointed. President Crawford appointed herself to this committee. Betsey asks that the HR committee include the voices of multiple Trustees like all other committees.
- Lastly, she is disappointed that things that were promised to be in the packet by President Crawford are not there. She said DEI is pushed to the bottom of the list with a performative committee with people clearly working against the goals of the committee they serve.

Trustee Michener

- Trustee Michener approached the podium and read a letter that she wrote to the President of the Library Board.
- The letter is below in first person as read by Trustee Michener:

In June of 2021 our DEI Committee had our first meeting with the newest chair, Sreenivas Cherukuri. This meeting set the tone for interruptions, dismissive and offensive remarks and also a refusal to commit to and admit what diversity, equity and inclusion meant to the person leading the team. Unfortunately this inexcusable behavior and conduct that I have been privy to since June has not only been noted by me but also put in writing and verbally mentioned by staff and community members to you and fellow trustees as well as the mayor of our city.

Yesterday in our DEI meeting there was an unfortunate surge in these behaviors when the chair yelled at me when I began to engage in the conversation surrounding his multiple emails and complaint letters to our board and the mayor about things that they have found offensive. The chair opened up this portion of the meeting towards the end of our scheduled time for discussion noting a patron that he did not agree with in her estimation of his behavior and he said disparaging remarks about her character he then went on to say that he himself has said nothing offensive but that patron absolutely did.

He attempted to close the matter and at that point I raised my hand and mentioned calmly that there still was an issue because I was offended by his remarks on cotton picking but before I could finish my statement he interrupted and told me that I was not offended and that the only people that pick cotton are in India and North Africa. I asked him if I could finish what I was trying to say before he responded as I had not finished a sentence and would like to be able to make my point. He said no and began to yell and talk about his political career and how people have misconstrued him in the past based on his facebook account. I told him not to yell at me and that maybe he did not realize he was yelling. He told me that he knew that he was yelling and that he has agency over his own voice. The director stepped out of the room early in this exchange citing that she felt uncomfortable.

A trustee tried to step in and explain how his behavior to me was not considerate and she carefully navigated this mentioning that she just wants him to understand his offense. The HR person mentioned that meetings happen like this often under his leadership and that they have been unproductive. This is the same employee that has complained about his behavior in prior meetings and that wrote the entire board a letter questioning

his role and fit as DEI Chair. This was the same day that another staff member said that they could not work with him and they resigned from our DEI committee. In the HR person's letter on June 24th we received a formal complaint as a board that this trustee continues to "reduce the credibility of not only the board but the committee that was created to address DEI issues, build trust and develop concrete actions to address the disparity issues."

The staff person noted in her letter that

"It is my belief that he has no vested interest in serving the community of color. It is my belief that he is mismatched for this committee and does it a disservice."

I agreed with her estimation and brought it up in public library board meetings and I shared that we should listen to that concern but I was unaware of any action that had been taken to address these written concerns and complaints. This has now developed into a pattern including those behaviors of offense and unprofessionalism but on top of that yelling that is non-apologetic.

The trustee told me that "I need to put on my big boy pants" when I asked him several times to stop screaming at me. He also said that he has invited me to his house for beer and to talk over these issues and I have not taken him up on this. I told him that it is highly inappropriate to do this and that the time to discuss trustee matters is in meetings. As a public official I have been entrusted to use my voice and under this leadership of Trustee Cherukuri I have been stifled, dismissed and demeaned.

This trustee is further endorsing an environment of hostility that I have made reference to as a continued practice on this board. Robust debate is to be expected in meetings but not screaming or personal attacks that are unethical and unfocused. I hope that this can be taken into account as a formal complaint and that you as President can resolve these issues from being consistent impediments as DEI is very important and should not be stifled.

Thank you for your swift action as I hope that we as a board can model the statement that you wrote that the Novi Public Library is committed to ensuring that every Novi community member, library guest, board of trustee member, library staff and volunteer is treated with dignity and respect.

Committee Reports

1. **Policy Committee:** Review current public policies for the Library

(Chair-Wood, Bartlett, and Michener, Staff Liaison – Julie Farkas

- **Staff Committee:** Julie Farkas, Barb Rutkowski, Maryann Zurmuehlen, Betty Lang, Keith Perfect, Dana Brataniec and Hillary Hentschel.
- Director Farkas confirmed with attorney that there are no changes needed with the current Pandemic Policy. If no further restrictions come forth by the state, MDHHS or Oakland County, the building will open to Phase 6 as of 9/7/21.
- Meeting held: 8/19/21: Split consensus on the conversation related to Juneteenth as a paid holiday; Committee bringing forth as 1st draft for Board review the following policies:
 - A. Remote Work Policy (pages 104-108)
 - B. Confidentiality of Guest Records (pages 109-113)
 - C. Record Retention Policy (page 114)
 - D. Smoking (adding language to the current Guest Behavior Policy and omitting a separate Smoking Policy) (page 115)
 - E. Guest Behavior Policy (page 116-123)

Update: Trustee Michener asked about the remote work policy in regards to allowing the Director access to the remote work location. Director Farkas said this is first draft and will have more information on the protocol but access to the remote work location is to verify the location meets the employee and employer needs. Trustee Dooley asked the Trustees to review the drafts.

2. **HR Committee:** Review HR Policies for the Library, Director Review & Goals
(Chair -Crawford, Staff Liaison – Julie Farkas & Nicole Williams)
 - Staff Committee: Julie Farkas, Nicole Williams, Lindsay Gojcaj, and Kirsten Malzahn.
 - No meeting; No report
 - Remote Work Policy was taken to the Policy Committee as President Crawford was going to be out of town. A draft was reviewed by the Policy Committee with suggestions by President Crawford provided to Policy Chair, Wood.

3. **Finance Committee:** Financial plan based on building assessment review, Library endowment investigation.
(Chair- Bartlett, Cherukuri, Wood, Staff Liaisons – Julie Farkas & Barbara Cook)
 - A meeting was held: 8/24/21
 - Chair Bartlett's report on page 124
 - Update: Next Meeting in October. The committee will be looking at FY22/23 budget and fine free information. Director Farkas asked the Trustees to submit any project ideas or thoughts so she can do advanced research on these suggestions.

4. **Events/Marketing/Fundraising Committee:** Outreach opportunities
(Chair -Dooley, Bartlett, Yu, Staff Liaison – Julie Farkas & Dana Brataniec)
 - A meeting was held on: August 2, 2021
 - Chair Dooley's report is on pages 125-126
 - Update: See page 3 of the August Agenda for a listing of events that the Trustees attended.

5. **Strategic Planning Committee:**
(Chair - Bartlett, Dooley, Staff Liaison – Julie Farkas)
 - No meeting; No report
 - Based on the Board Retreat on Saturday, June 26, 2021, committees are being asked to identify 2-3 goals to be identified and addressed for 21/22.

6. **Building/Landscape Committee:**
(Chair-Yu, Cherukuri, Staff Liaison – Julie Farkas)
 - Meeting held on 7/26/21.
 - Chair Yu's report is on page 127
 - Update: RFP for new phone system. Water bottle filling location - order has been placed. The parking lot project is completed. Library café hours expanding after Labor Day. Committee is currently working on new goals. Trustee Dooley mentioned all committees are working on new goals.

7. **Bylaw Committee: Review of Library Board Bylaws**

(Chair – Wood, Bartlett, Michener, Staff Liaison – Julie Farkas)

- Meeting was held on 8/5/21: Committee continued to work through the current draft language with the Attorney.

8. **DEI: Diversity, Equity and Inclusion Committee**

(Chair – Cherukuri, Dooley, Michener, Staff Liaisons – Julie Farkas & Nicole Williams)

- Meeting was held on 8/5/21
- Update: Trustee Cherukuri said the Diversity Walk Thru was discussed and the committee is tabling this indefinitely. Fine Free pilot (as approved through year end) was discussed and the staff will be providing updates. The Committee is defining goals for 2021. Also, The Committee began reviewing DEI Scorecard as published by the ALA in April, 2021. Updates were received from the Staff DEI Committee.

Trustee Michener said based on feedback that DEI is getting, she wants to work on the first commitment - the listening session before rushing into a walk through at this time.

Trustee Dooley mentioned that she, and Trustees Yu and Bartlett attended the staff in service day. She said it was an amazing day of learning led by Dr. Jay Marks, with a primary focus on DEI.

Matters for Board Action

1. Recommendation for limited services on voting day, Tuesday, November 2, 2021, due to the large amounts of people that may enter the building. NPL is a polling location. The library offered limited services in November 2020 based on the safety concerns with COVID and gathering. Limited services would include: café open at 7:00 am. Lobby services: library cards/renewals, pick-up of holds, and various materials set out on display, drive-up window pick up, staff available in-person at the Support Services desk and by phone (10:00am-9:00pm). No programming that day. Teen Space cancelled due to no school.

1st- Trustee Cherukuri

2nd-Trustee Yu

No Discussion on this matter.

Roll Call vote was taken. 6 yes votes. Motion passes unanimously. Trustee Crawford absent/excused.

2. Juneteenth Holiday (see information included from Finance Committee (page 124).

The finance committee's suggestion is to add an 11th Holiday, which will be replacing 1 PTO day. Also, the Veterans Day Holiday would be moved to a floating Holiday that can be taken throughout the year (currently it must be taken in the month of November). This motion would move this concept to policy committee and other committees affected.

1st- Trustee Bartlett

2nd- Trustee Cherukuri

See final paragraph before communications section of minutes for roll call vote.

Discussion: Trustee Bartlett said the finance committee had lengthy discussions and the information is in the packet (on page 124).

The finance committee suggestion is to add an 11th Holiday, which will be replacing 1 PTO day. Also, the Veterans Day Holiday would be moved to a floating Holiday that can be taken throughout the year (currently it must be taken in the month of November). Examples are listed in the packet at the bottom of page 124. The committee felt these options offer a lot of flexibility for the staff members. The motion is for this concept to be moved to Policy Committee.

Trustee Michener commented that there is no financial information included on page 124. She would like to know what the paid Holiday would cost from a financial perspective.

Trustee Michener made a motion to amend the motion on the table. She is referring to page 124 and under number 1 she would like to strike the wording regarding converting an optional PTO day to an 11th Holiday. Also, she would like numbers 2 and 3 eliminated. Therefore number 1 would read... An 11th paid library Holiday for all Library Employees, Salaried and Hourly personnel. Part Time employees will accrue holiday time per current employment policies as with other Holidays. Item 4 would read this proposal will not affect the Library's observed closures for holidays. The library will remain closed in observance of Juneteenth on the 19th of June and open on November 11th. (Personnel is empowered to act with their discretion to be sure a base level of service is maintained on November 11th if required)

1st- Trustee Michener

2nd-Trustee Yu

Discussion: (attorney Tom S. clarified that Trustee Michener's proposed motion is permitted, as noted in detail above, to make Juneteenth an 11th paid Holiday) Trustee Cherukuri prefers whatever the language that is passed be moved to the committees and then be voted on. Trustee Bartlett clarified the PTO day being converted to the 11th paid holiday made the finance negligible that is why no financial information is needed. Trustee Bartlett read the federal religious holiday recommendations and said that the finance suggestion allows staff to take leave on a day they personally feel they identify with. Trustee Michener appreciates the clarification on religious holidays and said many Americans recognize there is no difference between July 4th and June 19th. Independence to Independence and this is not a religious holiday. She said this Holiday (Juneteenth) can only be compared to July 4th. She reminded the Trustees that Juneteenth is a Federal Holiday. Trustee Cherukuri would like the amended motion in written form and asked if a motion to refer to committee can be amended to a motion to create legislation. Attorney Tom S. said yes it can. Tom S said that If Board members would like the language written and in front of them when they vote that is something that they need to take into consideration when they vote. Trustee Dooley said both motion's verb age and final language is not written for Trustees to review. Trustee Michener said she can simplify her motion to make Juneteenth a paid holiday with no exception, just like July 4th but she noted important words from page 124 in the amended motion above.

Trustee Dooley discussed the original motion and asked if staff was surveyed because this affects their PTO day. Director Farkas said the full staff was not surveyed. Trustee Dooley said that Juneteenth is an equity issue that requires

investment. When finance is saying budget neutral she needs the numbers so that it is transparent to the public. Trustee Dooley is in support of Juneteenth as a paid Holiday. Trustee Yu is in support of Juneteenth as a paid Holiday through the amended motion by Trustee Michener and said that this has been on the table for over a year now. He attended the staff in service and saw how committed the staff is to the DEI initiatives and he supports the motion.

Trustee Dooley reiterated the amended motion by Trustee Michener, prior to roll call vote. She said that the amended motion on the floor is to add Juneteenth as a paid holiday like July 4th with the provision in terms of the language that is currently in the packet (page 124) that it be stricken from item 1 that it is considered an optional PTO day, it is just going to be a paid Holiday in totality, options number 2 and 3 are stricken but number 4 is kept. The library will remain closed in observance of Juneteenth on the 19th of June and open on November 11th. (Personnel is empowered to act with their discretion to be sure a base level of service is maintained on November 11th if required). Therefore, Veterans Day is still the floating Holiday for the month of November. Trustee Michener added it (Juneteenth) is an additional Holiday (11th Holiday). The scenarios are just examples and are not part of the amended motion.

Roll Call Vote was taken on Trustee Michener's amended motion. 3 yes votes – Trustees Dooley, Michener and Yu. No Votes – Trustees Bartlett, Cherukuri and Wood. Motion does not carry.

The Trustees then went back to the original motion, on page 124, as proposed by finance. If passed finances proposal would go to Policy Committees- HR Committee and Building Policy Committee.

Discussion: Trustee Michener said that the Policy Committee did not come to a consensus and they were not in agreement, but she will continue to use her voice. Trustee Michener would still like the Finance Committee to do the financial work. Trustee Bartlett said the finance committee's duty was to determine how to pay for the Holiday. Finance Committee tried to make it work within the current budget. Trustee Dooley appreciates the Finance Committees work but would like data to know how many staff it affects and the cost. Trustee Dooley asked Trustee Bartlett to amend his motion to include Finance Committee again to include the numbers. Tom S. wanted to clarify the motion is to refer this suggestion (on page 124) to the two policy committees to put it in writing in their policies and to bring it back to the Board for another motion and add Finance Committee to provide data and numbers so other committees have the numbers in front of them to make the proposal. Trustee Bartlett reminded the Trustees that the proposal as written is negligible- budget neutral. Tom S. Clarified that the Finance Committee came up with a budget neutral proposal. Tom S. asked if some of the Trustees are looking for the cost if Juneteenth is an additional paid Holiday. Trustee Dooley summarized that finance thinks the proposal is a good budget neutral proposal but employees were not surveyed. Trustee Bartlett said he is willing to table the motion and ask for an employee survey on what is outlined on page 124. Trustee Dooley would like two options to survey the staff, would they like the proposal as outlined by Finance Committee or add an additional Holiday for Juneteenth? Trustee Bartlett said they have a second and should vote on the original motion as stated. Trustee Dooley said the proposal adds flexibility but takes a PTO day in

order to accomplish this. Trustee Michener said adding an additional day is the way to go instead of moving things around.

Trustee Dooley went back to the original motion and summarized that, after discussions, nothing has been accepted to amend the original motion. Therefore, Trustee Dooley asked for a roll call vote on the original motion.

Roll Call Vote was taken on the original motion as proposed by Trustee Bartlett. 5 yes votes- Trustees Bartlett, Dooley, Cherukuri, Wood and Yu. 1 no vote – Trustees Michener. Motion carries with 5 yes votes. Trustee Crawford is absent/excused.

Trustee Dooley clarified that typically if the Trustees have questions they can entertain the questions through the President to the committees. So if further clarifications are needed on any items whether it be financial or the like, they have the right to ask those questions to be taken to committee. Attorney Tom S. agreed with the statement as correct.

Communications

1. 7/22/21: Email from Sreeny Cherukuri Re: Fine Free
2. 7/22/21: Email from Sharon Trumpy Re: Fine Free
3. 7/22/21: Email from Ashwin Balaji Re: Chess Club
4. 7/28/21: Email from Sharon Trumpy – Re: DEI Committee
5. 7/28/21: Email from Atasi Bagchi Re: DEI Committee
6. 7/29/21: Email from Beth Hinman Re: DEI Committee
7. 7/29/21: Email from Sue Girbach Re: Board Member
8. 7/29/21: Email from Audra Holdorf Re: DEI Committee
9. 7/29/21: Email from Ajay Bedi Re: DEI Committee
10. 7/30/21: Email from Ratna Rao Re: DEI Committee
11. 8/2/21: Email from Beth Hinman Re: DEI Committee
12. 8/4/21: Email from Kari LoPiccolo Re: Board Member
13. 8/19/21: Email from Sreeny Cherukuri Re: Board Member
14. 8/22/21: Email from Robert Dean Re: thank you

Closed Session

1. None

Adjournment

A motion was made to adjourn at 9:16 p.m.

1st— Trustee Michener

2nd— Trustee Bartlett

Roll Call vote to adjourn was unanimous.

Brian Bartlett, Secretary

Date

Warrant 606	268 Accounts	September 2021	
Payable to	Invoice #	Account number	Amount
Global		268-000.00-727.000	\$ 338.82
Quill		268-000.00-727.000	\$ 421.89
Knight Technology	server room damage	268-000.00-734.000	\$ 2,180.00
Sen Source	Data Hosting	268-000.00-734.000	\$ 240.00
Amazon		268-000.00-734.500	\$ 147.47
Telsystems		268-000.00-734.500	\$ 1,084.00
TLN		268-000.00-734.500	\$ (18.90)
Metcom	single bar code labels	268-000.00-740.000	\$ 254.87
Big Frog		268-000.00-741.000	\$ 122.00
Amazon		268-000.00-742.000	\$ 3,858.03
Barnes Noble	P2P Books	268-000.00-742.000	\$ 1,101.80
Brodart		268-000.00-742.000	\$ 7,128.48
Gale/Cengage		268-000.00-742.000	\$ 415.83
Amazon		268-000.00-742.010	\$ 638.33
Brodart		268-000.00-742.010	\$ 391.91
Midwest Tape		268-000.00-742.010	\$ 718.88
Chelsea Library		268-000.00-742.100	\$ 29.99
Brighton		268-000.00-742.100	\$ 42.99
Brandon Twp. Public Library		268-000.00-742.100	\$ 13.99
Milford		268-000.00-742.100	\$ 16.99
Oak Park		268-000.00-742.100	\$ 32.00
Royal Oak Public Library		268-000.00-742.100	\$ 13.95
WT Cox		268-000.00-743.000	\$ 157.99
Library Ideas		268-000.00-744.000	\$ 511.40
Midwest Tape		268-000.00-744.000	\$ 3,277.01
The Library Network	overdrive 8/1/21-7/31/22	268-000.00-744.000	\$ 10,604.25
Overdrive		268-000.00-744.000	\$ 3,608.19
Amazon		268-000.00-745.200	\$ 60.96
Midwest Tape		268-000.00-745.200	\$ 8,017.69
Gale/Cengage	Hosting Fee; FY 21-22	268-000.00-745.300	\$ 300.00
LinkedIn	FY 21-22	268-000.00-745.300	\$ 13,125.00
tutor.com	FY 21-22	268-000.00-745.300	\$ 13,900.00
ProQuest	FY 21-22	268-000.00-745.300	\$ 3,330.00
WP Company LLC		268-000.00-745.300	\$ 1,759.00
Spectrum Enterprises		268-000.00-801.925	\$ 57.89

IPC		268-000.00-802.100	\$ 150.00
Foster Swift		268-000.00-806.000	\$ 63.00
Rosati, Schultz		268-000.00-806.000	\$ 728.00
Foster Swift		268-000.00-806.000	\$ 861.00
ALA		268-000.00-809.000	\$ 275.00
ABWA		268-000.00-809.000	\$ 139.00
Novi Chamber		268-000.00-809.000	\$ 395.00
Knight Technologies		268-000.00-816.000	\$ 165.00
RNA		268-000.00-817.000	\$ 7,809.00
ATT		268-000.00-851.000	\$ 419.73
TelNet		268-000.00-851.000	\$ 428.78
T-Mobile		268-000.00-851.000	\$ 850.73
Verizon		268-000.00-851.000	\$ 917.89
TLN		268-000.00-855.000	\$ (387.94)
Amazon		268-000.00-880.000	\$ 155.98
Global		268-000.00-880.000	\$ 135.01
Muniweb	Jul-21	268-000.00-880.000	\$ 1,350.00
Novi Comm. School Café		268-000.00-880.000	\$ 50.00
Amazon	Gift Cards; Trivia Program Winners	268-000.00-880.268	\$ 342.99
Accucut	Program Exp. Animal Cutouts	268-000.00-880.268	\$ 367.50
Brush, Emily	reimburse for target purchase; SRP	268-000.00-880.268	\$ 9.00
Chick-Fil-A	Library Card Sign up Winner	268-000.00-880.268	\$ 25.00
Creepy Crawlies	Little Creatures – D. Briere -10/26/21	268-000.00-880.268	\$ 275.00
Discount School Supply		268-000.00-880.268	\$ 109.35
Guernsey Farms Dairy	SRP - Grand Prize (25) \$5 each	268-000.00-880.268	\$ 125.00
Let's Draw Monsters	Rick Stomoski - 10/20/2021	268-000.00-880.268	\$ 250.00
Mutch, Kathy		268-000.00-880.268	\$ 50.00
Nothing Bundt Cakes	Library Card Sign up Winner	268-000.00-880.268	\$ 25.00
Sugah Please	Library Card Sign up Winner	268-000.00-880.268	\$ 25.00
OTC	Halloween crafts	268-000.00-880.268	\$ 287.02
Scholastic	National Geographic reader	268-000.00-880.268	\$ 9.12
Stevenson, April	reimburse for staples purchase	268-000.00-880.268	\$ 63.54
Engraving Connection		268-000.00-900.000	\$ 198.44
Millennium Business		268-000.00-900.000	\$ 684.89
Consumers Energy		268-000.00-921.000	\$ 281.74
DTE		268-000.00-922.000	\$ 8,815.92
Allied Eagle		268-000.00-934.000	\$ 542.62
Amazon	isopropyl alcohol	268-000.00-934.000	\$ 349.90
Cintas		268-000.00-934.000	\$ 544.50
Dalton		268-000.00-934.000	\$ 1,925.00
Dan Wood	fountains flush	268-000.00-934.000	\$ 390.00

Library Design	stainless steel wipe dispenser	268-000.00-934.000	\$ 436.00
Sanitor		268-000.00-934.000	\$ 153.00
Creating Sustainable Landscapes	dos 7/26/21	268-000.00-941.000	\$ 250.00
SCA		268-000.00-941.000	\$ 60.00
Millennium Business		268-000.00-942.000	\$ 650.94
Corrigan		268-000.00-942.100	\$ 24.95
ALA	United for Libraries - virtual seminar	268-000.00-956.000	\$ 69.00
Novi - ABWA	Seminar - Identity Clutter	268-000.00-956.000	\$ 15.00
TOTAL			\$109,743.30

Warrant 606	269 Accounts	September 2021	
Payable to	Invoice #	Account number	Account total
Brush, Emily	target purchase dough; paint; prizes	269-000.00-742.229	\$ 65.00
Kroger	Staff Recognition - Ice Cream / Snacks	269-000.00-742.236	\$ 72.68
Kroger	Staff Recognition - Returned Snacks	269-000.00-742.236	\$ (23.97)
Novi Comm. Schools - Café	Staff Recognition - Gift cards; Mock Elections	269-000.00-742.236	\$ 50.00
Panera Bread	Staff In Service - Lunch Expense	269-000.00-742.236	\$ 578.39
Sam's Club	Beverages for In staff service day	269-000.00-742.236	\$ 92.65
Steve Rocky's	Staff Appreciation - Awards Dinner	269-000.00-742.236	\$ 490.00
Amazon	iCube; plywood; needles; thread	269-000.00-976.046	\$ 86.32
Amazon	iCube; printable sticker paper; hand drill set	269-000.00-976.046	\$ 89.75
Amazon	iCube; mini hand saw	269-000.00-976.046	\$ 13.96
The Container Store	iCube Expense - totes	269-000.00-976.046	\$ 175.89
TOTAL			\$ 1,690.67

August 2021 Library Board Student Representative Report

By: Lindsay Gojcaj (Library Staff Liaison)

Tween and Teen Library Programs:

The NPL International Summer Games program was held on Tuesday and Wednesday, August 3 and 4. Guests could get into the summer games spirit with an afternoon of crafts, activities and contests. (Attendance = 55)

The Sticky Fingers Virtual Cooking (SFC) Class: Harry Potter Inspired Cuisine was held on August 10. Taught by a SFC's engaging and highly talented chef instructor, the cooking class combined nutritional information, safe cooking skills, hygiene, plus food history and culture. The recipes and list of ingredients were supplied to guests ahead of time. (Attendance = 10)

The Doug Scheer's Adventures in Reading program was held on August 12. Fun for the whole family, the program was all about reading and language arts. (Attendance = 43)

The iCube tween, teen and adult grab and go kit: painted glass teapot was held on August 16. Guests received a glass tea pot and the materials to decorate it with a stencil or personalize it with a hand-painted design. (Attendance = 50)

The BeTWEEN the Pages: Tween Book Club Trivia was held on August 18. Guests read A Lion of Mars by Jennifer Holm and answered trivia questions relating to the book. (Attendance = 5)

Teen Space Update:

Teen Space is not offered mid-June through August when school is not in session.

Teen Advisory Board (TAB) Update:

TAB will resume on September 24 for the 21-22 school year.

Upcoming Programs:

Let's Draw Monsters Virtual Cartooning Program – October 20

BeTWEEN the Pages: Tween Book Club Trivia (Title is Small Spaces by Katherine Arden) – October 27

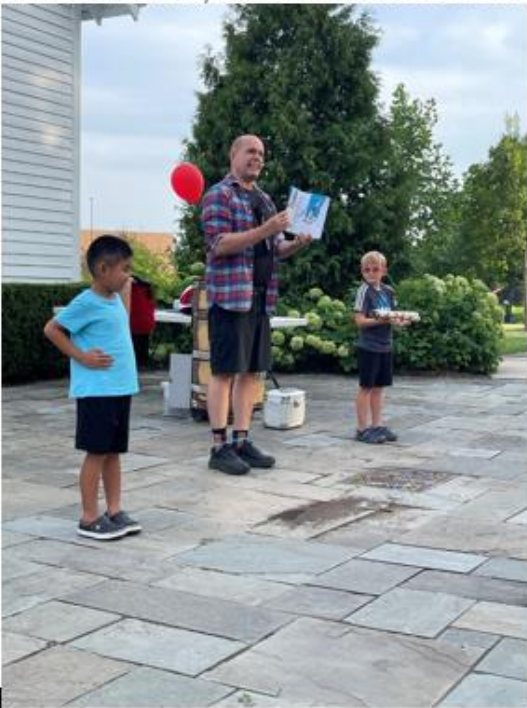
Teen Advisory Board (TAB) Meeting – October 29

Teen Stop Featured Display:

The August Teen Stop display features young adult fiction books set in or about school life.



Doug Scheer's Adventures in Reading program photos





2019 - 2022

Novi Public Library's Strategic Goals

- 1 Empower universal literacy.
- 2 Escalate an innovative and inclusive culture.
- 3 Enhance core interactions within our diverse community.



How will we accomplish these goals?



Collections/Electronic Resources

- Monitor our equity footprint for collections
- Expand collection offerings in print, music and movie in addition to electronic formats
- Provide online training options for residents, city/school employees and businesses



Programming & Events

- Monitor our equity footprint for guest involvement
- Evaluate programming needs, expand outreach, and create new partnerships



Outreach & Services

- To positively and effectively influence outreach and partnerships pertaining to race relations
- Improve Library access to all Novi residents, city employees, businesses and those working in Novi
- Expand collaborations with area schools and create barrier free policies and procedures



Building & Grounds

- Execute more flexible spaces, furniture and electrical access based on guest needs
- Implement sustainable processes of recycling, paper and utility usage and explore use of building for larger community events



Human Resources

- Commit to equal opportunity in employment opportunities and upward mobility for all applicants and employees, including those from historically marginalized populations
- Increase staff and community advocacy, awareness and education of DEI initiatives
- Improve staff training, launch a customer services initiative, and support growth and innovation in our library team



Marketing

- Monitor our equity footprint for accountability
- Determine more targeted marketing strategies, investigate touchscreen interaction in the building for programming, events and services, and tell NPL's story better through Inform. Inspire. Include

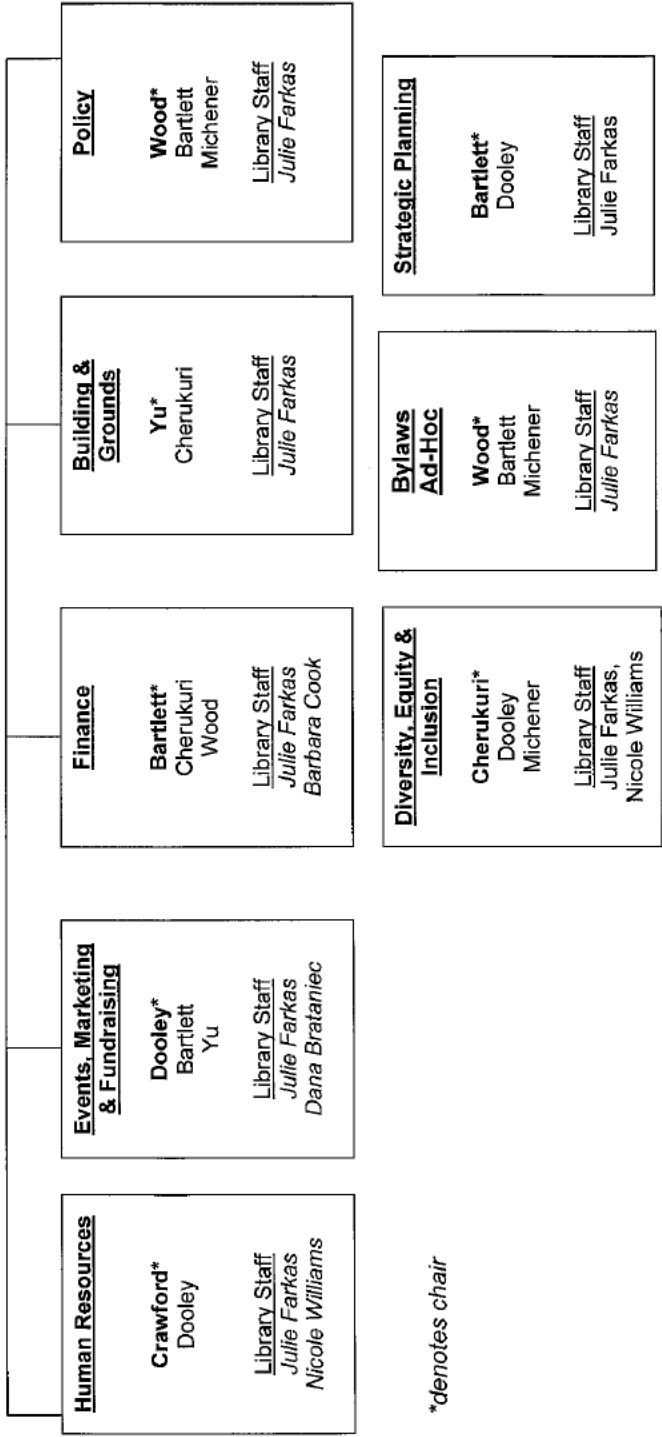
Our Mission:

To provide the resources and programs to support the educational, cultural, informational and recreational needs of its diverse community.

INFORM. INSPIRE. INCLUDE.

Updated: 09/24/20

2021 – 2022
Novi Public Library Board
 Bartlett (Sec.) Cherukuri
 Crawford (Pres.) Dooley (V.Pres)
 Michener Wood (Treas.)
 Yu



*denotes chair

9/17/21 updated

Julie Farkas
Library Director (she/her/hers)
Novi Public Library
45255 Ten Mile Road
Novi, MI 48375

Julie

I want to thank you for the opportunity to meet with and facilitate an open meetings session with you and the Board of Directors of the Novi Public Library on Saturday, June 26th, 2021.

It was an enlightening experience and one that allowed me a deep appreciation for the role of the Board of Directors in addressing the needs of its growing number of library patrons. There is an unwavering dedication by board members to be aligned with the needs of the staff, patrons, and surrounding citizens. In my role as a facilitator, I was privy to the dialogue among the board members and able to ask questions designed to solicit their insights and build relationships that transcend personal agendas. As such, one of my responsibilities was to provide a summary of what was discussed and recommendations for moving forward during the 2021 – 2022 fiscal year.

The transitioning of the Board of Directors: As a monthly board, members are charged with providing overall direction to the Library Director based on the principles and policies that govern the structure. While this may imply a form of direct supervision of the day-to-day operations, what emerged in the facilitated dialogue was a recognition that being a source of information, guidance and counsel to the Library Director is consistent with supporting the 'Big Picture' impact for staff, patrons and the community. In doing so, the Board of the Directors has,

1. Empowered the Library Director to focus on 3 strategic activities while continuing to run the day-to-day operations.
2. Elevated the role of the committees and committee chairpersons to focus on activities that are aligned with, support and share information consistent with the 3 strategic objectives.
3. Established a connecting dialogue between the Board, the Library Director, the committees and the engaged patrons.

The realignment of the Board of Directors: The addition of 3 new board members offers a new dynamic in which pre-existing patterns of communication are usurped in favor of post pandemic patterns that allow for a more informed and interactive process in which Board members, the Library Director and patrons have greater opportunity in which to engage around relevant issues. While this is always the hope of any communication process, the realignment allows for,

1. The removal of perceived barriers that may have inhibited or restricted engaged dialogue prior to the pandemic.
2. The opportunity to create an 'open' forum of discussion that, with the assistance of 3 new board members, will bring an enthusiasm for engagement and willingness to grow as board member communication styles set a new tone for future interactions.
3. The means to address issues that have been roadblocks to understanding, from a fresh and broader perspective.

The repurposing of the Board of Directors: As events and activities open up due to the removal of COVID level restrictions, the Novi Public Library returns to being a full-service provider of materials, programming and education to the patrons who have immediate access to the full range of offerings. In the midst of the post pandemic changes, the Board of Directors will have to address emerging issues that will challenge the primary purpose of the library. While, historically, the safe haven for reading, reflecting, learning and growing, an increasing social complexity encroaches on that primary purpose at the risk of altering its trajectory. In doing so, it allows for,

1. An examination of the role of the library within the emerging 'social justice' mantra. As a publicly accessible resource, is the Novi Public Library a platform for social justice or an instrument in a social justice orchestra?
2. The opportunity to be a conduit that receives, interprets and disseminates information through the library director, the library committees and the general public. This allows for input from various sources to ensure that the Board of Directors are informed as to all the elements that make up the larger City of Novi picture.
3. A re-establishment of a communication process among board members and among the community that was hindered by the pandemic. When building trust within a relationship, any opportunity that allows for a closer understanding of colleagues, staff, patrons and the community, honest communication is essential to that process

Having had the opportunity to facilitate an 'open' session with the Novi Library Board of Directors, it is clear that there is a strong commitment to working together to solve, both, internal and external issues that could interfere with board effectiveness. What may be at issue is how each board member prioritizes relevant issues. Therefore, the following recommendation is submitted for consideration.

1. Conduct one-on-one interviews with each board member to assess their understanding of the issues needing to be addressed.
2. Summarize the issues in an 'open' meeting with the Board of Directors to identify and prioritize the barriers preventing problem resolution.
3. Identify a process to implement solutions identified for specific problems. These recommendations are being made to further advance the process of building trust and collaborative approaches for the Board of Directors, the Library Director, staff, patrons and the Novi community.

Sincerely,
Lee E. Meadows, Ph.D.

Community Listening Session – June 22, 2021
Transcript of Sharon Trumpy's comments: 51:37 – 56:59

Hi, I would like to first just say there are a million things I'd rather be doing tonight, rather than be here. And there are a million things that I'd rather do on Thursday nights than be at Library Board meetings. I would love to be at yoga right now. That would be much better for my mental health than being here but, when I first came to Julie a year ago, and spoke about my hopes for the library stepping up in terms of DEI, it was not in the hopes of making trouble. It was truly with the hopes the library would do an even better job of serving the needs of the community. I've mentioned before I have two children, one of whom is white and one of whom is black, and I want each of them to be embraced by this community in the same way. But over the past year what I've felt is that, that when I shared those concerns, that there's a repeated pattern of first faining confusion. So, for example, the statement Tara Michener put forward about anti-Asian and anti-Black hate. First, there was this general like, I'm just really not familiar. Is racism really a problem in Novi? Is this really anything that we need to address? Is this really within the purview of the Library Board? And then when those concerns were addressed and I sent the Library Board numerous resources and I've repeatedly invited Director Farkas and members of the Library Board to contact me directly if they want to hear about the experience of a black child in Novi who has had experience like, classmates sending him messages calling him the n-word. Repeated harassment. So when you're saying I'm not sure if racism is a problem in Novi, I'm saying to you, I can tell you it is, and when then at the next meeting, there's this attitude of, well this is sort of negative, I don't not if this is really necessary. It just is unfathomable to me. Like, what is the harm? What is the risk in acknowledging the pain of members of the community? I don't see what the harm is. And instead what I see is the concerted effort to not acknowledge those community members. So I've gone from wanting to be working with the library to feeling great frustration.

I would like to commend Jim Paulk because I also agree that libraries should be resources for the entire community and should always involve a breadth of experience. And that's one of the reasons that a diversity audit is so important. I remember that Carol Sobrowski mentioned in her comment and her letter to the Library Board that she wants both sides of LGBTQ issues addressed. I would echo that you have so many books in the library about the straight experience. And I'm saying, let's make sure that LGBTQ community members also see themselves reflected in your library. You have a million books about white children and white history and I'm saying, let's make sure my child can go into the library and also find a book that's his experience. So I agree with Jim, that the library should have resources for everyone. I'm not in any way in favor of censorship, but I feel so much frustration that when I voice my concerns, and I'll remind you that these meetings are on Zoom. I also am not good as disguising my reactions, but when I'm making a comment and I can see people mouthing their responses or shaking their heads in disagreement, it's so disrespectful. And so hurtful to come to you with an open heart, asking for you to listen to your community and to be met with what just seems like a concerted effort to just not understand your community.

So I'm so grateful to the librarians. I'm so grateful to those of you who have used your voice to make sure that both of my children feel welcome in this community. But I would really...All the effort some of you have put into shutting down these effort, please put your efforts elsewhere. You could do so much good in the world. There are so many wonderful things you could accomplish with that passion and that energy. And there's so much that I could accomplish with my passion and my energy, if I did not have to waste my time saying, could you just acknowledge that racism actually effects your community? Could you just acknowledge that Juneteenth is important? Could you just let Tara Michener speak, without being interrupted or without shaking your head or rolling your eyes? It's that simple.

Sharon Trumpy's request from Library Board minutes July 22, 2021:

Sharon would like a correction to her posted comments from the community listening session notes (page 53 in the July, 2021 Board packet). It states that Sharon commended Jim Paulk and said that libraries should be resources for the entire community and should involve a breath of experience. She agrees with that, but would like to point out that she did not agree with Jim Paulk in terms of his definitions of diversity, equity and inclusion or his comments about Muslims. She also would like a correction to the notes which says Sharon spoke of Carol Sobrowski's comment about wanting both sides of the LGBTQ+ issues addressed. Sharon stated that she believes straight people are well-represented in the library and that she is specifically in favor of making sure that the LGBTQ+ community also feel safe and represented.

LISTENING SESSION REFLECTION RESPONSES

By Novi Library Board of Trustees 7/22/21

1) What steps have been taken for Inclusion and Equity?

Director Farkas & Trustee Crawford:

June 25th, 2020 Library Board meeting: Consideration for an Ad-Hoc Equity and Inclusion Committee was recognized by President Agosta. Trustee Michener was assigned as Chair, Trustees Dooley and Wood as supporting members. During approval of Library Building Closures, Trustee Michener introduced discussion relating to Juneteenth. Minutes reflect: A motion was made to approve the calendar year 2021 closures for July 3rd and December 26th and add June 19th as an official closing date on an annual basis. The motion was approved unanimously

Committee members on the Board began meeting to discuss a Board commitment/statement. Staff members assigned to the committee initiated a collection analysis, diversity audit-surveying the Black Community to assess their library needs and suggestions as to DEI tactics which could be incorporated into the Library's Strategic Plan.

September 24, 2020 Library Board meeting: The Ad-Hoc Equity & Inclusion Committee was approved to become a standing committee and renamed Diversity, Equity and Inclusion (DEI) Discussion included a Cultural Walk-Through and a Listening Session was proposed pending COVID restrictions. The Board approved memberships to the Black Caucus American Library Association (BCALA) and the Asian Pacific American Library Association (APALA). The Strategic Plan was approved with DEI initiative updates.

October 22, 2020: A DEI email address was created in order to receive community feedback. (DEINovilibrary@novilibrary.org)

October 27, 2020: a DEI Community Session was held

November 18th Library Board was cancelled, however, a great deal of work continued on building Diverse Collections. Work was also continuing on the Collection Analysis/Diversity audit

November 2020: a Reflection Session was held and DEI Committee work continued on the Collection Analysis and Diversity Audit.

December 16, 2020 Board meeting: Librarian Katie Edmiston presented how NPL is moving forward with building the DEI Collection. She shared highlights from the Building Diverse Collection Conference she attended.

January 19-February 28, 2021: Racial Day of Healing partnership with Northville District Library to host Debby Irving, author of "Waking Up White".

Martin Luther King Unity Event was planned by Gail Anderson

January 28, 2021 Library Board meeting: DEI Webpage was successfully launched. DEI funding was allocated in #269 Contributed Fund for \$1000. Additional funds in #268 designates DEI funding collections, DEI programming, DEI marketing and DEI staff training. DEI Committee members were encouraged to read "Uncomfortable Conversations with a Black Man by Emmanuel Acho.

Trustee Dooley and Tia Marie Sanders prepared a DEI staff survey to be shared with the HR Committee.

The DEI Committee collaborated with the City of Novi to plan and implement "The Civility Project". Work continued on Collection Analysis/Diversity audit.

February 25, 2021 Board meeting: Guest Behavior Policy approved unanimously, including new language addressing verbal harassment. Additional work continued on Collection Analysis/Diversity audit.

"Teen Stop" February Display of Black Authors
"Business Display" Black Authors and Black Entrepreneurs

March 2, 2021-7pm "The Civility Project" hosted award winning journalists Stephen Henderson and Nolan Findley

March 25, 2021 Board meeting- First meeting for three new Library Board members who took seats of 3 former members who did not re-apply or resigned. Interim President-Kat Dooley.

Considered another Listening Session tentatively summer.

April 22 2021 Board meeting: Interim President-Kat Dooley
Librarian April Stevenson works on a grant application in conjunction with Parents of African American Students of Novi (PAASN).
Preparation for the opening of the new Lakeshore Lending Library
Registration for the May 1; "Asian-American Conversation on Hate, Equality and Understanding."

"Windows, Mirrors and Sliding Glass Doors" the new DEI collection and programming initiative.

National Library Week April 4-10 theme: "Welcome To Your Library"
Novi Library continues in Phase 4 of COVID.

May 27 2021 Board meeting: President Kathy Crawford
Unanimously approved a DEI Statement; "The Novi Public Library is committing to ensure that every Novi Community member, library guest, Board of Trustee member, library staff and volunteer, are treated with dignity and respect. Discrimination, bigotry and racism will not be tolerated. The Board and staff are dedicated to promoting diversity, equity and inclusion in order to create a comfortable, safe and supportive library environment for all."

President Crawford announced appointments for the 8 standing committees with each Trustee chairing a committee. Trustee Cherukuri was appointed Chair of the DEI Committee..

Director Farkas has considered suggestions of the DEI Committee members and staff who felt the current DEI Board was too large. A separate DEI Committee has been formed with staff and Director Farcus and their first meeting was held June 8, 2021. Discussion took place regarding the format of the upcoming June 22 Listening Session.

Trustee Michener volunteered to provide examples of advocacy kits and a Multi-Cultural Walk-Through.

June 22-Listening Session- Gail Anderson led the discussion and Board members were present.

Discussion topics mentioned frequently from both of the most recent Listening Sessions were : 1) What steps have been taken for Inclusions and Equity? 2) Fine Free Structure, 3) Juneteenth importance and should be a paid holiday not just a library closure, 4) How will you be more responsive to the African American community in Novi? 5) Atrocious behavior toward Trustee Michener, eye rolling and interruptions, 6) Transparency of meetings, 7) Board Statement, 8) Terms of Committee Chairs, 9) Acknowledgement of black hate and harm of racism. 10) What will the Board do to help a black woman restore confidence in her safety at the Library? 11) Public Comment moved to the end of the agenda,

Work continues on the Collection Analysis/Diversity audit.

June 24, 2021 Board meeting: Discussion took place regarding continuation of Fine Free structure. A motion was made by Trustee Michener and 2nd by Trustee Dooley "to provide our library community, patrons and staff an opportunity for a 6 month trial for fine-free from July 2021-December 2021" . The motion passed unanimously.

President Crawford announced that since President Biden has declared Juneteenth to be recognized as a Federal holiday and this was a topic at Listening Sessions, she would like for the Policy and Finance Committees to discuss whether Juneteenth could be added as a paid holiday, not just a closure and bring their recommendation to the July Board meeting.

DEI Chair Cherukuri, with the consensus of President Crawford, canceled the July 20 Reflection Session for several reasons; this date was established by the 2020 DEI Committee and the new Board members were not aware of this date. Several Board members indicated they could not be present July 20. The new DEI Committee could not speak for the entire Board. In addition, the Listening Session questions required a Board response. It was decided that the full Board should have the opportunity to respond to Listening Session comments via a document compiled, including individual member's responses. This compilation would be available at the July Board meeting and included in the President's report. The document would also be included in the August Board packet.

The DEI Committee met and discussed the Fine Free Structure Trial period and what information would be necessary in order to clearly evaluate the effectiveness of the program.

Chair Cherukuri has started the process of formally defining the DEI Board Committee and how it can interface with the library's Strategic Plan and staff DEI Committee.

Trustee Michener: Thank you for sharing your hearts and desire for answers at the community listening session in the summer. I saw that we had an overwhelming response and wanted to make sure that each of you felt heard. My board leadership (president and DEI Chair) has instructed that we will not have the promised reflection session but instead that each board member can share thoughts based on compiled questions. I want you to know that our DEI committee did not agree with this or have a choice in this matter although none of us approved the format except for the chair and the president of the board. My thoughts are these...When planning this session I saw the value in listening and reflecting and although this is not the format that I intended to address you in I want you to know that I intend to continue to do my best to share your voice as you write in and comment and share your suggestions. We act as one board and that can be tough when we share very contrasting views of DEI. I am glad that I am able to share my overall answers to you here condensed but authentic.

2) Fine Free Structure:
Currently being evaluated by the Policy and Finance Committees.

Trustee Dooley Comments (7-18-2021)

I hope that finance can come up with some baseline metrics that they think would show that our library does not need to be dependent on fines in order to operate. Recently this matter was brought into the agenda for the DEI committee as well - but the motion was originally made and recommended through Finance. We could hold a special public session later between the two committees to workshop fine free and formulate a final recommendation when the time is right. It would be nice for the public to see the dialog and thought process and also weigh in. Actual decisions can be done at our normal public meeting.

3) Juneteenth Importance and confusion/cost as a paid holiday

Juneteenth was first introduced by Trustee Michener during the building closure discussion at the June 25, 2020 Board meeting. Juneteenth was not a matter for board action, but brought forth through conversation when reviewing other closure dates recommended by the Library Director. Minutes reflect: A motion was made to approve the calendar year 2021 closures for July 3rd and December 26th and add June 19th as an official closing date on an annual basis. Motion passed unanimously.

The August 27, 2020 minutes,

Director Farkas asked for clarification on Juneteenth; The August Board minutes state: "Board members agreed that this date is a day off and celebrated as a holiday". There were no formal approvals to the existing Holiday (HR Manual) and Closure policies (Building Policies) brought forth by the Library Board at this meeting.

At the February 25, 2021 meeting, Trustee Michener made a motion for Juneteenth (June 19th) to be recognized as a paid holiday. Due to a mislabeling on the Library Board Calendar, Director Farkas stated that according to the document-it was a paid holiday. The Library attorney asked Trustee Michener, if she wished to withdraw her motion. Trustee Michener withdrew her motion, with the understanding that Juneteenth was a paid. Holiday closure.

The Board had never previously voted in favor of Juneteenth being a paid holiday. The faulty document was replaced with corrected information indicating Juneteenth is an unpaid Library closure.

In as much as the Juneteenth paid/non paid confusion was caused by a mislabeled calendar at the February Board meeting Director Farkas brought forward the issue at the March 2021 meeting. This was the first Board meeting for three new Board members who were not completely aware of all of the previous discussion and confusion around Juneteenth. A motion was made to make Juneteenth a paid holiday and the motion was defeated 4 to 3.

Juneteenth has recently been declared by President Biden as an official Federal holiday, so discussion regarding paid holiday status is being considered by the Policy and Finance Committees.

(Trustee Dooley Notes: 7-18-2021 - This motion was not made by me but by Trustee Michener and 2nd by Trustee Yu. I am looking at the public record of the March minutes for reference). I think that this whole situation was a mess and really impacted public trust.

4) How to be more responsive to the African American community in Novi
The Community Listening sessions have resulted in feedback that will be discussed in current and future Board Committees, particularly the Strategic Planning, Finance and Policy.

Work continues on the Collection analysis/audit, displays featuring black authors and entrepreneurs as well as special programs (virtual and in person)

Trustee Dooley (7-18-2021) Is the response session canceled? It has not been given any notice to the public as of today and it has already been publicly promoted. Technically this is supposed to be this Tuesday, July 20th. Can someone please advise?

5) Unacceptable behavior toward Trustee Michener (eye-rolling, interruptions, etc.)
Trustee Crawford: "If this has happened during my 4 months on the Board, it was not observed. If it ever appeared that I, as President, did not call on Trustee Michener when she raised her hand, it was unintentional, as I may not have seen her raised hand. The screen on virtual meetings was not conducive to always seeing everyone. Home computers or devices did not always cooperate. I am also not aware of any interruptions of her conversation in the past 4 months.

I believe in treating all Board members and staff with respect and fairness. All members of the Novi Library board are volunteer appointees and have very busy lives. Each member brings a diverse expertise, making them a valuable asset in considering the many critical decisions required."

Trustee Dooley (7-18-2021) The behavior in question is on video from past public meetings that people are referencing. I would emphasize that to deny that hurt and trauma took place is not good. Please reference the past meetings in order to gain more context. I am confident you will make sure people treat each other with respect - thank you for working hard to do that.

6) Transparency-keep meetings broadcasted and recorded
Trustee Crawford: "All monthly Library Board meetings have been made available via Zoom as well as in-person. Meetings have been uploaded as soon as possible by the City of Novi's Studio 6. City staff have also been working remotely for a year and work in City Hall where the studio resides, may not have been possible.

Minutes have been made available as soon as possible, although we were not always able to have them posted as quickly as required to meet the OMA requirement. This was due in large part to the lengthy details of the minutes as well as COVIDs requirements of staff being remote.

We will continue with making the packets and minutes available as well as having the in-person Board meetings on the local community program station and will be available via recording on the City website. The Board will be addressing the necessity of keeping such detailed minutes not required by OMA."

Trustee Bartlett (Board Secretary): "The Board needs a plan of action as to the length and detail of the minutes. We need to consider our Bi-Laws, staff and OMA requirements as well as time schedules. This has not been brought before the Board as a whole. As we view this month's Board packet, we are close to 30 pages of unapproved minutes before we take into account any listening sessions, community meetings or staff reports. That's a run rate of 360 pages per year before the anticipated increase....essentially a small novel."

7) Board DEI Statement

Trustee Crawford: "Discussion at the April Board meeting indicated there was some concern among Trustees that the Statement offered by Trustee Michener was not inclusive enough. (did not include Hispanics or minorities other than Black and Asian.) Some Trustees were also reluctant to say they were aware of hateful acts if they did not know what acts have occurred at the Library. Trustees also indicated a more positive statement would be preferred.

At the May Board meeting the new DEI Statement was approved unanimously;
"The Novi Public Library is committing to ensure that every Novi community member, library guest, Board of Trustee member, library staff and volunteer are treated with dignity and respect. Discrimination, bigotry and racism will not be tolerated. The Board and staff are dedicated to promoting diversity, equity and inclusion in order to create a comfortable, safe and supportive library environment for all."

Trustee Dooley Comments (7-18-2021)

Although we approved the statement - I did not see that posted anywhere on our website. Can we make sure that it is posted? I don't think it is even on our DEI page. Was it included in the newsletter? Was this an oversight? What is the plan for distribution?

8) Terms of Committee Chairs

The President is charged with the responsibility of appointing the chairs of standing committees each year in accordance with the Novi Library Board By-laws.

Trustee Crawford: " I contacted each Trustee asking for the top three committees they would prefer to serve on as a member. I wanted each Trustee to have the opportunity to Chair a committee. From their requests, I selected the Chair."

9) Acknowledgement of black hate and harm of racism

A guest behavior policy was approved on February 25, 2021 which included verbiage pertaining to abusive language.

Trustee Crawford: "I do acknowledge that bigotry and racism exists everywhere, but as far as my personal knowledge of hateful acts that have occurred at the Novi Library, I was made aware of only one terrible incident that resulted in the police being called, the person removed and permanently banned from the Library.

I suspect that my interpretation of hateful acts and racism is not in alignment with the definition understood by each Board and community member. Without honest conversations which work both ways, trust and understanding cannot be accomplished.

It is my belief that it's best to address problems by learning the facts, the frequency of the problem, the dynamics of the issue, the cause (trigger) of incidents; is it microaggressions (more subtle and harder to identify), is it a lack of awareness of each other's experiences and culture, are there discriminatory practices?

I believe strongly that we need to work harder on cultivating a trusting environment on the Board, with patrons and with staff, where all ideas are welcome and we can speak freely about racial issues without judgement or shaming.

We also need to gain greater awareness of each other's experiences and perspectives. Some of this could be accomplished via ongoing diversity training and professional development. In addition, I think Micro-affirmations-subtle small acknowledgements of a person's value and accomplishments would go a long way in healing some of the damage that has been caused. We need to consistently examine our policies and procedures to ensure that micro aggressions are not impacting the library or causing harm to anyone".

Trustee Dooley (7-18-2021) I did let (President Crawford) know there were past incidents in our library although I could not go into detail due to restrictions of closed session. But I did let you know that our community has members that are hurting as evident by public comment to the library and even the school district. I think it is disappointing and sad that our city leadership does not acknowledge that we have citizens that are in pain - rather the rule seems to be sweep it under the rug or ignore it. To me, leadership requires care for all its citizens, especially those who may have grievances as uncomfortable as it can be. Our city leadership outside of this board keeps denying and doesn't even want to listen to the public - thusly, they are coming to the library because we are the heartbeat of the community. I have heard actual words said to me that "Racism does not exist in Novi" - it obviously does. What are we as a community going to do about it? Are we going to be better and set the example when others have egregiously failed in this regard? I hope so. Ignoring it and politicizing it to maintain status quo is wrong. This is a being a good human being issue - a kindness issue - a taking care of our fellow community members issue. Ignoring it is cowardly and disappointing.

10) What will the Board do to help a black woman restore confidence in her safety?

Trustee Crawford: "The word "safety" needs to be more clearly defined. Is it the Library building itself? Are staff members causing issues? Is it the Board of Trustees? Is it fear of physical harm? Verbal abuse?"

I think there needs to be a continuing conversation with Director Farkas and the DEI Committees about the lack of confidence and Safety. The Board has stated we will not tolerate bigotry or racism but the Board is not always present, so we must rely on staff and city officials to assure safety."

Trustee Dooley (7-18-2021) More training and learning needs to be done for the board as a governing body and the staff regarding equity and inclusion and what it means to create a safe space. I am planning to attend the in service day with staff - I would hope other board members do as well. If someone already does not feel safe - I don't think they will want to publically tell you who they are - therefore - I think a survey needs to be disbursed or re-education on how to give anonymous feedback to the library. I think we have a comment box, correct? Is there an electronic form of this?

11) Public comment moved to end of agenda

Now that the Board meetings are once again at City Hall and are face-to-face rather than virtual, we will once again have two audience comment opportunities and one will be prior to any Board action items.

Trustee Dooley (7-18-2021) I think that making sure we have public comment before matters for board action is so important to public engagement and something that I am glad we can get back to. I saw Trustee Bartlett's note regarding public comment and whatever we can do to balance being compliant for public comment and summary would be great. Since the meetings are recorded - public comment can be viewed for specificity. It is different I think than the words and actions of the board which do need to be more specific in writing - because as you can see - there were mistakes in information even in this correspondence on past actions in this email.

From Trustee Bartlett: Upon reviewing the items, I have some questions regarding the last item, the two public comment sessions.

I understand the request to move the comments before the board's agenda items. I have seen other boards in the city with two comment sessions where one comment session is limited to the agenda items for

that meeting. While this seems to work well for those organizations, per the OMA session we just attended, there is really no means of enforcing it. (City Council has the advantage of being able to hold "Public Hearings" and limiting comments in that segment to the "Public Hearing".)

Also, per recent meetings with library staff, they have indicated the current tasks in maintaining our current board minutes is unsustainable. This will require additional resources (staff hours, dollars, etc.) to significantly increase the monthly work load. Reviewing the minutes for the past 6-9 months almost half of our current minutes content are documenting public comment. Again per the OMA regulations the public comment section, though preferable to the Novi board, are not mandatory. This section can be omitted. I see us having the following options:

1. The existing public comment being moved to the beginning of the meeting to offer feedback prior to board action. Minutes/notices would remain similar to they are now.
2. Two public comments are implemented with the understanding that weekly minutes will meet OMA regulations, but eliminate the public comment section in the monthly minute recordings

2021-2022 Library Budget 268									
January 28, 2021 Approval		2019-2020 Audited	2020-2021 Approved	2020-2021 due to COVID-19	2020-2021 COVID-19 Yr. End	2020-2021 4th Qtr. Amend	2021-2022 Approved	2022-2023 Projected	2023-2024 Projected
Revenues		6/30/2020	1/23/2020	5/28/2020	1/28/2021	5/27/2021	1/28/2021	1/28/2021	1/28/2021
Account	Description								
403.000	Tax Revenue - Current Levy	2,836,818.87	2,926,658.00	2,939,255.00	2,961,042.01	2,961,042.01	3,005,458.00	3,058,054.00	3,119,215.00
403.001	Tax Revenue - Cnty Chargebk	-6,553.64	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
403.003	Tax Revenue - Brownfield 2008	-258.43	-259.00	-259.00	-276.15	-276.15	-295.00	-316.00	-338.00
403.006	Tax Revenue - Brownfield 2015	-2,983.82	-4,500.00	-4,500.00	-6,071.40	-6,071.40	-10,624.00	-18,592.00	-32,536.00
403.008	Tax Revenue - CIA Cap 2018	-6,852.11		-12,597.00	-13,422.73	-13,422.73	-24,967.00	-36,452.00	-43,742.00
420.000	Tax Reveune - C/Y Del PPT	-4,635.46	-6,500.00	-6,500.00	-6,500.00	-6,500.00	-4,900.00	-5,000.00	-5,200.00
508.450	Federal Grants					796.31			
508.452	Federal Grants - COVID 19					59,143.94			
567.000	State Aid	44,383.68	40,000.00	20,000.00	33,000.00	33,000.00	33,000.00	33,000.00	33,000.00
633.100	Insurance Reimbursement	13,092.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00
657.000	Library book fines	48,961.25	65,000.00	60,000.00	11,000.00	11,000.00	48,000.00	48,000.00	48,000.00
658.000	State penal fines	118,345.07	114,000.00	57,000.00	95,366.51	95,366.51	95,000.00	95,000.00	95,000.00
664.000	Interest on Investments	63,054.71	54,201.00	54,201.00	54,201.00	54,201.00	40,000.00	42,000.00	45,000.00
664.500	Unrealized gain(loss) invest	24,289.90	-20,000.00	-20,000.00	-20,000.00	-20,000.00	10,000.00	10,000.00	10,000.00
665.000	Miscellaneous income	7,146.51	14,000.00	14,000.00	1,200.00	1,200.00	5,000.00	5,000.00	5,000.00
665.100	Copier	1,172.45	600.00	600.00	1,000.00	1,500.00	1,000.00	1,000.00	1,000.00
665.200	Electronic media	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
665.266	SRP - T-shirt sales	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
665.289	Adult Programming	7,172.40	3,000.00	2,000.00	0.00	0.00	2,000.00	2,000.00	2,000.00
665.290	Library Fundraising	6,376.15	4,000.00	4,000.00	4,000.00	10,500.00	4,000.00	4,000.00	4,000.00
665.300	Meeting Room	23,828.75	37,000.00	0.00	0.00	0.00	25,000.00	25,000.00	25,000.00
665.400	Gifts and donations	3,145.70	3,500.00	3,500.00	500.00	500.00	1,500.00	1,500.00	1,500.00
665.404	Novi Township Assessment	6,591.00	6,600.00	6,600.00	6,847.00	6,847.00	7,000.00	7,000.00	7,000.00
665.650	Library Café	5,030.11	6,000.00	5,000.00	0.00	0.00	6,000.00	6,000.00	6,000.00
Total Revenues		3,188,125.86	3,245,300.00	3,124,300.00	3,123,886.24	3,190,826.49	3,244,172.00	3,279,194.00	3,321,899.00

2021-2022 January 28, 2021 Approval		2019-2020 Audited	2020-2021 Approved	2020-2021 due to COVID-19	2020-2021 COVID-19 Yr. End	2020-2021 4th Qtr. Amend	2021-2022 Approved	2022-2023 Projected	2023-2024 Projected
Expenditures									
Personnel Svcs.									
Account	Description								
704.000	Permanent Salaries	931,830.31	971,650.00	965,000.00	949,000.00	949,000.00	983,000.00	1,013,000.00	1,033,500.00
704.012	COVID-19 Crisis Hazard Pay					7,500.00			
704.100	Severance/Incentive Pay					12,000.00			
704.200	Wages (non-pensionable)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704.210	Vacation Payout (Oct 2020)	4,704.40	4,700.00	18,500.00	10,000.00	8,500.00	7,500.00	7,500.00	7,500.00
704.250	Final Payout		0.00	0.00	12,000.00	0.00	0.00	0.00	0.00
705.000	Temporary Salaries	657,541.73	746,730.00	635,000.00	635,000.00	635,000.00	725,000.00	747,000.00	770,000.00
706.000	Overtime	496.47	500.00	500.00	500.00	500.00	500.00	500.00	500.00
715.000	Social Security	120,214.43	131,456.00	124,000.00	124,000.00	124,000.00	132,000.00	135,000.00	138,000.00
716.000	Insurance	187,333.28	195,000.00	195,000.00	195,000.00	195,000.00	193,000.00	201,000.00	209,000.00
716.200	HSA - Employer Contribution	6,812.15	6,300.00	6,300.00	6,300.00	6,300.00	6,300.00	6,300.00	6,300.00
716.999	Ins. Employee Reimbursement	-34,660.19	-36,000.00	-36,000.00	-36,000.00	-36,000.00	-37,800.00	-39,690.00	-41,300.00
718.000	Pension DB	8,400.00	8,400.00	8,400.00	8,400.00	8,400.00	8,100.00	8,400.00	8,600.00
718.010	DB Unfunded Accrued Liability	29,292.00	43,224.00	43,224.00	43,224.00	43,224.00	53,300.00	56,000.00	58,000.00
718.050	Pension - add'l DB Contribution	0.00							
718.200	Pension - Defined Contribution	41,853.35	45,000.00	45,000.00	45,000.00	25,500.00	45,900.00	46,800.00	47,700.00
719.000	Unemployment Ins	1,872.54	0.00	0.00	1,400.00	1,400.00	1,500.00	1,500.00	1,500.00
720.000	Workers' Comp	3,704.77	4,100.00	4,100.00	2,500.00	2,500.00	2,700.00	2,800.00	2,900.00
Total Personnel Services		1,959,395.24	2,121,060.00	2,009,024.00	1,996,324.00	1,982,824.00	2,121,000.00	2,186,110.00	2,242,200.00
Supplies and Materials									
Account	Description								
727.000	Office supplies	12,337.64	19,000.00	18,000.00	12,000.00	12,000.00	18,000.00	18,000.00	18,000.00
728.000	Postage	437.76	1,000.00	1,000.00	1,000.00	1,000.00	2,000.00	2,000.00	2,000.00
734.000	Computer software/licensing	28,425.30	69,700.00	69,700.00	69,700.00	69,700.00	73,000.00	92,500.00	92,500.00
734.500	Computer supplies equip	17,989.85	19,800.00	19,800.00	19,800.00	19,800.00	24,300.00	19,000.00	19,000.00
740.000	Operating supplies	27,522.36	28,000.00	25,000.00	25,000.00	25,000.00	30,500.00	28,000.00	28,000.00
740.010	Gift and Donations expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740.200	Desk, chairs, cabinets, etc.	2,152.48	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
741.000	Uniforms	180.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00
742.000	Library Books	170,395.96	185,800.00	185,800.00	171,000.00	171,000.00	203,000.00	203,000.00	203,000.00
742.010	Library Books - Lending	4,234.54	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
742.100	Book Fines	193.88	1,100.00	1,100.00	500.00	500.00	1,000.00	1,000.00	1,000.00
742.666	Books - Misc. Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
743.000	Library Periodicals	22,335.13	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00
744.000	Audio visual materials	101,034.40	115,000.00	115,000.00	115,000.00	115,000.00	129,000.00	129,000.00	129,000.00
745.200	Electronic media	41,512.72	46,900.00	46,900.00	46,900.00	46,900.00	46,900.00	46,900.00	46,900.00
745.300	Electronic Resources - Online	54,193.11	64,000.00	64,000.00	64,000.00	64,000.00	70,000.00	70,000.00	70,000.00
Total Supplies & Materials		482,945.13	599,600.00	595,600.00	574,200.00	574,200.00	647,000.00	658,700.00	658,700.00

2021-2022 Library Budget 268 January 28, 2021 Approval		2019-2020 Audited	2020-2021 Approved	2020-2021 due to COVID-19	2020-2021 COVID-19 Yr. End	2020-2021 4th Qtr. Amend	2021-2022 Approved	2022-2023 Projected	2023-2024 Projected
Services & Charges									
Account	Description								
801.925	Public Information (cable)	597.99	500.00	500.00	500.00	600.00	500.00	500.00	500.00
802.000	Data Processing - OnBase	700.20	700.00	700.00	712.94	712.94	700.00	700.00	700.00
802.100	Bank Services	4,843.69	4,000.00	4,000.00	4,000.00	5,000.00	4,000.00	4,000.00	4,000.00
803.000	Independent Audit	809.82	500.00	1,000.00	1,000.00	814.00	500.00	500.00	500.00
804.000	Medical Service	686.00	1,500.00	1,000.00	1,000.00	1,200.00	1,500.00	1,500.00	1,500.00
806.000	Legal Fees	8,951.50	5,000.00	7,500.00	9,000.00	20,000.00	7,500.00	7,500.00	7,500.00
808.100	Rubbish Monthly	1,235.45	1,500.00	1,500.00	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00
809.000	Memberships & Dues	6,679.94	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
816.000	Professional services	250.00	10,500.00	10,500.00	5,500.00	4,000.00	10,500.00	5,500.00	5,500.00
817.000	Custodial Services	37,851.60	50,000.00	50,000.00	93,000.00	88,000.00	93,000.00	93,000.00	93,000.00
818.000	TLN Central Services	3,495.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
851.000	Telephone	18,384.86	17,500.00	17,500.00	26,000.00	26,000.00	24,000.00	24,000.00	24,000.00
855.000	TLN Automation Services	63,008.80	65,200.00	65,200.00	65,200.00	65,200.00	68,000.00	68,000.00	68,000.00
861.000	Gasoline and oil	290.48	1,500.00	1,500.00	500.00	500.00	1,500.00	1,500.00	1,500.00
862.000	Mileage	6.38	300.00	300.00	100.00	100.00	100.00	100.00	100.00
880.000	Community Promotion	22,866.06	21,000.00	18,000.00	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00
880.268	Library Programming	18,956.32	25,000.00	25,000.00	15,000.00	15,000.00	28,000.00	28,000.00	28,000.00
880.271	Adult Programming	0.00	8,000.00	8,000.00	0.00	0.00	8,000.00	8,000.00	8,000.00
900.000	Print, Graphic Design, Publish	19,424.00	30,000.00	28,000.00	28,000.00	23,000.00	28,000.00	28,000.00	28,000.00
910.000	Property & Liability Insurance	12,544.00	12,500.00	12,500.00	12,668.00	12,668.00	13,000.00	13,000.00	13,000.00
910.001	Ins deduct/Uninsured claims	23,092.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00
921.000	Heat	10,152.64	11,000.00	11,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
922.000	Electricity	92,792.30	95,000.00	95,000.00	93,000.00	93,000.00	95,000.00	95,000.00	95,000.00
923.000	Water and Sewer	6,860.75	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
934.000	Building Maintenance	99,352.78	112,200.00	112,200.00	112,200.00	117,000.00	100,000.00	100,000.00	100,000.00
935.000	Vehicle Maintenance	7.00	500.00	500.00	500.00	600.00	500.00	500.00	500.00
941.000	Grounds Maint.	33,276.37	38,000.00	38,000.00	38,000.00	33,000.00	39,000.00	36,500.00	36,500.00
942.000	Office Equipment Lease	7,554.60	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00
942.100	Records storage	287.76	1,300.00	1,300.00	300.00	300.00	400.00	400.00	400.00
956.000	Conferences & Workshops	9,922.24	15,000.00	10,000.00	10,000.00	7,500.00	17,000.00	15,000.00	17,000.00
Total Services & Charges		504,881.30	554,700.00	547,200.00	579,980.94	577,994.94	604,500.00	595,000.00	597,000.00
2021-2022 Library Budget 268 January 21, 2021 2nd draft									
Capital Outlay									
Account	Description								
962.000	Building Maint.	0.00							
941.000	Grounds Maint./Entrance Project	0.00							
976.000	Building Improvements/Entrance	0.00	15,000.00	0.00	0.00	0.00	0.00		
976.100	Parking lot improvements	0.00					5,000.00	125,000.00	
983.000	Vehicles - Van	31,432.55							
986.000	Internal Tech - Capital Outlay AST	29,227.25	58,000.00	32,000.00	0.00	0.00	0.00	159,000.00	159,000.00
986.000	Camera/Computer replacement	0.00	21,000.00	21,000.00	0.00	0.00	32,200.00	65,800.00	35,500.00
990.000	Furniture	0.00	17,000.00	17,000.00	17,000.00	13,774.00	0.00	0.00	0.00
Total Capital Outlay		60,659.80	111,000.00	70,000.00	17,000.00	13,774.00	37,200.00	349,800.00	194,500.00
965.269	Walker Transfer								
Total Expenditures		3,007,881.47	3,386,360.00	3,221,824.00	3,167,504.94	3,148,792.94	3,409,700.00	3,789,610.00	3,692,400.00
Total Revenues		3,188,125.86	3,245,300.00	3,124,300.00	3,123,886.24	3,190,826.49	3,244,172.00	3,279,194.00	3,321,899.00
680.000	TOTAL Fundbalance	180,244.89	-141,060.00	-97,524.00	-43,618.70	42,033.55	-165,528.00	-510,416.00	-370,501.00

21/22: - 268 Account Capital Outlay: Camera/Computer replacements \$32,200, Main Ent \$15,000 - NO, Parking Lot \$79,000 - NO

22/23: 268 Account Capital Outlay: AST replacement \$159,000, Camera/Computer replacement \$65,800, Parking Lot \$125,000

269 - Library Contributed Funds		Revenues & Expenditures					
2021-2022 (Approval 1/28/21)		2019-2020 Audited	2020-2021 Approved	2020-2021 COVID-19	2020-2021 COVID-19 Yr.End	2020-2021 4th Qtr. Amend	2021-2022 Approved
		6/30/2020	1/23/2020	5/28/2020	1/28/2021	5/27/2021	1/28/2021
Revenues							
Interest Income							
664.000	Interest on Investments	\$ 32,401.88	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00
664.500	Unrealized gain (loss) on investments	13,386.09	(4,500.00)	(4,500.00)	(4,500.00)	(4,500.00)	(4,500.00)
TOTAL		\$ 45,787.97	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00
Donations							
665.036	Diversity, Equity & Inclusion						\$1,000
665.046	Makerspace (iCube)	2,030.05	2,000.00	2,000.00	2,000.00	-	2,000.00
665.229	Raising a Reader	-	2,500.00	2,500.00	2,500.00	-	2,500.00
665.230	Collections/Materials Revenue	\$ 1,347.22	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,700.00	\$ 1,000.00
665.231	Buildings/Ground/Furniture Revenue	-	1,000.00	1,000.00	1,000.00	2,160.00	1,000.00
665.232	Programming Revenue	3,376.43	5,500.00	5,500.00	5,500.00	4,000.00	5,500.00
665.233	Technology Library Revenue	50.00	1,500.00	1,500.00	1,500.00	-	1,500.00
665.234	Undesignated Misc. Donations	-	500.00	500.00	500.00	500.00	500.00
665.235	Marketing Sponsorships	10,000.00	5,500.00	10,000.00	10,000.00	10,000.00	10,000.00
TOTAL		\$ 16,803.70	\$ 19,500.00	\$ 24,000.00	\$ 24,000.00	\$ 18,360.00	\$25,000
TOTAL Revenues		\$ 62,591.67	\$ 42,000.00	\$ 46,500.00	\$ 46,500.00	\$ 40,860.00	\$ 47,500.00
Expenditures							
Supplies							
742.036	Diversity, Equity & Inclusion						\$1,000
742.229	Raising a Reader	2,555.86	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
742.230	Collections/Materials Expenditures	\$ 1,072.47	\$ 500.00	\$ 500.00	\$ 500.00	\$ 1,200.00	\$ 500.00
742.231	Buildings/Ground/Furniture Exp	13,004.00	30,200.00	-	-	-	15,000.00
742.232	Programming Expenditures	2,843.81	1,000.00	1,000.00	1,000.00	2,500.00	1,000.00
742.233	Technology Library Expenditures	4,721.93	31,000.00	-	-	-	26,500.00
742.234	Undesignated Misc. Expenditures	-	500.00	500.00	500.00	500.00	500.00
742.236	Staff Recognition	764.81	1,500.00	1,500.00	1,500.00	500.00	1,500.00
TOTAL		\$ 24,962.88	\$ 65,700.00	\$ 4,500.00	\$ 4,500.00	\$ 5,700.00	\$47,000
Capital Outlay							
976.044	Auto Lending Library	\$ -	\$ -	\$ 34,750.00	\$ 34,750.00	\$ 34,750.00	\$ -
976.045	LED Lighting Conversion project	-	6,800.00	6,800.00	6,800.00	4,000.00	-
976.046	Makerspace (iCube)	6,735.84	5,000.00	5,000.00	5,000.00	5,000.00	11,400.00
983.000	Vehicle	-	-	-	-	-	-
TOTAL		\$ 6,735.84	\$ 11,800.00	\$ 46,550.00	\$ 46,550.00	\$ 43,750.00	\$ 11,400.00
TOTAL Expenditures		\$ 31,698.72	\$ 77,500.00	\$ 51,050.00	\$ 51,050.00	\$ 49,450.00	\$ 58,400.00
	Beginning Fund Balance Yr. End	\$ 1,676,086.58	\$ 1,641,836.58	\$ 1,676,586.58	\$ 1,706,979.53	\$ 1,706,979.53	\$ 1,702,429.53
	Revenues	62,591.67	42,000.00	46,500.00	46,500.00	40,860.00	47,500.00
	Expenditures	(31,698.72)	(77,500.00)	(51,050.00)	(51,050.00)	(49,450.00)	(58,400.00)
	NET Revenues vs. Expenditures	30,892.95	(35,500.00)	(4,550.00)	(4,550.00)	(8,590.00)	(10,900.00)
	Beginning Fund Balance						
	Ending Fund Balance Expected	\$1,706,979.53	\$1,606,336.58	\$1,672,036.58	\$ 1,702,429.53	\$ 1,698,389.53	\$ 1,691,529.53

Notes: 21/22: Furniture for Youth/Teen 1st phase reno \$8,300 and \$6,700 upgrades; iCube advances \$11,400, \$26,000 Patron Point

Financial Report for August 2021

Approved Budget for Fund 268 Fiscal Year 2021-2022

TOTAL REVENUES	\$3,244,172
TOTAL EXPENDITURES	\$3,409,700
NET OF REVENUES & EXPENDITURES	(\$165,528)

Approved budget for Fund 269 Fiscal Year 2021-2022

TOTAL REVENUES	\$47,500
TOTAL EXPENDITURES	\$58,400
NET OF REVENUES & EXPENDITURES	(\$10,900)

Revenue & Expenditure Report for Fund 268

	YTD July 31, 2021	YTD Aug 31,2021	Difference
TOTAL REVENUES	\$3,077,349	\$3,203,941	\$126,592
TOTAL EXPENDITURES	\$232,227	\$ 458,642	\$226,415
NET OF REVENUES & EXPENDITURES	\$2,845,122	\$2,745,299	

Revenue & Expenditure Report for Fund 269

	YTD July 31, 2021	YTD Aug 31,2021	Difference
TOTAL REVENUES	\$1,625	\$2,300	\$675
TOTAL EXPENDITURES	\$10,500	\$11,249	\$749
NET OF REVENUES & EXPENDITURES	(\$8,875)	(\$8,949)	

Balance Sheet Report as of August 31, 2021

The ending fund balance for Fund 268 is \$5,239,711.84

The ending fund balance for Fund 269 is \$1,719,455.89

09/10/2021 REVENUE AND EXPENDITURE REPORT FOR CITY OF NOVI									
PERIOD ENDING 08/31/2021									
% Fiscal Year Completed: 16.99									
GL NUMBER	DESCRIPTION	END BAL	2021-22		MTH ACT	MTH ACT	YTD BALANCE	AVAILABLE	
		06/30/2021	ORIGINAL	2021-22	JULY 2021	AUG 2021	08/31/2021	BALANCE	% BDGT
		NM (ABNM)	BUDGET	AMDD BUDGET	INCR (DECR)	INCR (DECR)	NM (ABNM)	NM (ABNM)	USED
Fund 268 - LIBRARY FUND 268									
Property tax revenue									
268-000.00-403.000	Property Tax Revenue - Current Levy	2,959,058.75	3,005,458.00	3,005,458.00	3,085,760.50	0.00	3,085,760.50	(80,302.50)	102.67
268-000.00-403.001	Property Tax Revenue- County Chargebacks	6,323.24	2,000.00	2,000.00	0.00	398.86	398.86	1,601.14	19.94
268-000.00-403.003	Property Tax Revenue-Brownfld Cap 2008	(276.15)	(295.00)	(295.00)	(289.89)	0.00	(289.89)	(5.11)	98.27
268-000.00-403.006	Property Tax Revenue-Brownfld Cap 2015	(6,071.40)	(10,624.00)	(10,624.00)	(7,282.79)	0.00	(7,282.79)	(3,341.21)	68.55
268-000.00-403.008	Property Tax Revenue - CIA Cap 2018	(13,183.71)	(24,967.00)	(24,967.00)	(15,024.99)	0.00	(15,024.99)	(9,942.01)	60.18
268-000.00-420.000	Property Tax Rev - C/Y Del PPT	(8,038.90)	(4,900.00)	(4,900.00)	0.00	0.00	0.00	(4,900.00)	0.00
Property tax revenue		2,937,811.83	2,966,672.00	2,966,672.00	3,063,162.83	398.86	3,063,561.69	(96,889.69)	103.27
Federal grants									
268-000.00-508.450	Federal grants	5,627.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00
268-000.00-508.452	Federal Grants - COVID-19	59,143.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal grants		64,770.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00
State sources									
268-000.00-567.000	State aid	46,164.52	33,000.00	33,000.00	0.00	24,215.81	24,215.81	8,784.19	73.38
State sources		46,164.52	33,000.00	33,000.00	0.00	24,215.81	24,215.81	8,784.19	73.38
Fines and forfeitures									
268-000.00-657.000	Library book fines	10,924.57	48,000.00	48,000.00	1,214.94	826.86	2,041.80	45,958.20	4.25
268-000.00-658.000	State penal fines	95,366.51	95,000.00	95,000.00	0.00	97,775.97	97,775.97	(2,775.97)	102.92
Fines and forfeitures		106,291.08	143,000.00	143,000.00	1,214.94	98,602.83	99,817.77	43,182.23	69.80
Interest income									
268-000.00-664.000	Interest on investments	47,949.82	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.00
268-000.00-664.500	Unrealized gain (loss) on investments	(7,827.98)	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00
Interest income		40,121.84	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00
Other revenue									
268-000.00-665.000	Miscellaneous income	1,063.43	5,000.00	5,000.00	254.03	783.41	1,037.44	3,962.56	20.75
268-000.00-665.100	Copier	1,700.20	1,000.00	1,000.00	71.40	0.00	71.40	928.60	7.14
268-000.00-665.290	Library fund raising revenue	11,243.58	4,000.00	4,000.00	0.00	2,240.12	2,240.12	1,759.88	56.00
268-000.00-665.300	Meeting room	0.00	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00
268-000.00-665.404	Novi Township assessment	6,847.00	7,000.00	7,000.00	6,970.00	0.00	6,970.00	30.00	99.57
268-000.00-665.650	Library Cafe	0.00	6,000.00	6,000.00	6,000.00	0.00	6,000.00	0.00	100.00
Other revenue		20,854.21	48,000.00	48,000.00	13,295.43	3,023.53	16,318.96	31,681.04	34.00
Donations									
268-000.00-665.289	Adult programs	0.00	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
268-000.00-665.400	Gifts and donations	933.91	1,500.00	1,500.00	26.00	1.10	27.10	1,472.90	1.81
Donations		933.91	3,500.00	3,500.00	26.00	1.10	27.10	3,472.90	0.77

		END BAL	2021-22		MTH ACT	MTH ACT	YTD BALANCE	AVAILABLE	
		06/30/2021	ORIGINAL	2021-22	JULY 2021	AUG 2021	08/31/2021	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NM (ABNM)	BUDGET	AMDD BUDGET	INCR (DECR)	INCR (DECR)	NM (ABNM)	NM (ABNM)	USED
Personnel services									
268-000.00-704.000	Permanent salaries	931,050.19	983,000.00	983,000.00	59,399.62	69,173.47	128,573.09	854,426.91	13.08
268-000.00-704.012	COVID-19 Crisis Hazard Pay	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
268-000.00-704.100	Severance/Incentive Pay	12,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
268-000.00-704.210	Vacation Payout	8,499.17	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	0.00
268-000.00-705.000	Temporary salaries	591,926.47	725,000.00	725,000.00	40,129.42	48,945.77	89,075.19	635,924.81	12.29
268-000.00-706.000	Overtime	111.61	500.00	500.00	78.08	0.00	78.08	421.92	15.62
268-000.00-715.000	Social security	116,389.90	132,000.00	132,000.00	7,501.69	8,800.47	16,302.16	115,697.84	12.35
268-000.00-716.000	Insurance	195,996.64	193,000.00	193,000.00	12,684.38	350.00	13,034.38	179,965.62	6.75
268-000.00-716.200	HSA - employer contribution	6,125.00	6,300.00	6,300.00	0.00	437.50	437.50	5,862.50	6.94
268-000.00-716.999	Insurance - Employee Reimbursement	(36,361.13)	(37,800.00)	(37,800.00)	(1,559.61)	(3,423.96)	(4,983.57)	(32,816.43)	13.18
268-000.00-718.000	Pension - DB Normal Cost	6,012.00	8,100.00	8,100.00	0.00	0.00	0.00	8,100.00	0.00
268-000.00-718.010	Pension - DB Unfunded Accrued Lia	43,224.00	53,300.00	53,300.00	0.00	0.00	0.00	53,300.00	0.00
268-000.00-718.200	Pension - defined contribution	25,156.99	45,900.00	45,900.00	2,945.21	3,496.16	6,441.37	39,458.63	14.03
268-000.00-719.000	Unemployment insurance	3,008.04	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
268-000.00-720.000	Workers compensation	2,666.03	2,700.00	2,700.00	119.04	142.56	261.60	2,438.40	9.69
Personnel services		1,913,304.91	2,121,000.00	2,121,000.00	121,297.83	127,921.97	249,219.80	1,871,780.20	11.75
Supplies									
268-000.00-727.000	Office supplies	11,488.89	18,000.00	18,000.00	704.43	778.02	1,482.45	16,517.55	8.24
268-000.00-728.000	Postage	167.35	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
268-000.00-734.000	Computer supplies, software & licensing	39,983.56	73,000.00	73,000.00	37,930.03	353.85	38,283.88	34,716.12	52.44
268-000.00-734.500	Computer supplies/equipment	7,088.93	24,300.00	24,300.00	561.45	1,206.07	1,767.52	22,532.48	7.27
268-000.00-740.000	Operating supplies	22,919.43	30,500.00	30,500.00	519.27	254.87	774.14	29,725.86	2.54
268-000.00-740.200	Supplies - Desk chairs and file cabinets	0.00	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
268-000.00-741.000	Supplies - Uniforms	0.00	300.00	300.00	0.00	122.00	122.00	178.00	40.67
268-000.00-742.000	Library books	183,651.77	203,000.00	203,000.00	1,205.38	8,586.06	9,791.44	193,208.56	4.82
268-000.00-742.010	Library Books - Lending	18,677.92	20,000.00	20,000.00	58.15	1,214.14	1,272.29	18,727.71	6.36
268-000.00-742.100	Library Books - Fines	265.28	1,000.00	1,000.00	92.97	56.94	149.91	850.09	14.99
268-000.00-743.000	Library periodicals	20,076.93	24,000.00	24,000.00	329.24	157.99	487.23	23,512.77	2.03
268-000.00-744.000	Audio visual materials	131,158.96	129,000.00	129,000.00	3,494.34	5,609.23	9,103.57	119,896.43	7.06
268-000.00-745.200	Electronic media	47,025.96	46,900.00	46,900.00	2,556.99	3,847.07	6,404.06	40,495.94	13.65
268-000.00-745.300	Electronic resources (CD rom materials)	63,936.47	70,000.00	70,000.00	52,704.40	0.00	52,704.40	17,295.60	75.29
Supplies		546,441.45	647,000.00	647,000.00	100,156.65	22,186.24	122,342.89	524,657.11	18.91

		END BAL	2021-22		MTH ACT	MTH ACT	YTD BALANCE	AVAILABLE	
		06/30/2021	ORIGINAL	2021-22	JULY 2021	AUG 2021	08/31/2021	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NM (ABNM)	BUDGET	AMDD BUDGET	INCR (DECR)	INCR (DECR)	NM (ABNM)	NM (ABNM)	USED
Other services and charges									
268-000.00-801.925	Public information (cable, etc)	672.83	500.00	500.00	56.46	0.00	56.46	443.54	11.29
268-000.00-802.000	Data processing	712.94	700.00	700.00	734.34	0.00	734.34	(34.34)	104.91
268-000.00-802.100	Bank Service Charges	5,221.75	4,000.00	4,000.00	369.18	0.00	369.18	3,630.82	9.23
268-000.00-803.000	Independent audit	814.00	500.00	500.00	0.00	0.00	0.00	500.00	0.00
268-000.00-804.000	Medical service	1,372.00	1,500.00	1,500.00	392.00	98.00	490.00	1,010.00	32.67
268-000.00-806.000	Legal fees	20,783.00	7,500.00	7,500.00	1,652.00	0.00	1,652.00	5,848.00	22.03
268-000.00-808.100	Rubbish Monthly	1,224.41	1,300.00	1,300.00	0.00	0.00	0.00	1,300.00	0.00
268-000.00-809.000	Memberships and dues	5,340.01	7,500.00	7,500.00	3,471.45	785.00	4,256.45	3,243.55	56.75
268-000.00-816.000	Professional services	1,972.50	10,500.00	10,500.00	3,500.00	0.00	3,500.00	7,000.00	33.33
268-000.00-817.000	Custodial services	84,097.77	93,000.00	93,000.00	6,801.40	7,809.00	14,610.40	78,389.60	15.71
268-000.00-818.000	TLN Central Services	3,495.00	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00
268-000.00-851.000	Telephone	26,043.29	24,000.00	24,000.00	2,236.62	799.22	3,035.84	20,964.16	12.65
268-000.00-855.000	TLN Automation Services	58,258.12	68,000.00	68,000.00	14,782.81	(387.94)	14,394.87	53,605.13	21.17
268-000.00-861.000	Gasoline and oil	157.33	1,500.00	1,500.00	39.52	0.00	39.52	1,460.48	2.63
268-000.00-862.000	Mileage	91.53	100.00	100.00	40.16	0.00	40.16	59.84	40.16
268-000.00-880.000	Community promotion	23,754.32	24,000.00	24,000.00	(2.52)	1,655.98	1,653.46	22,346.54	6.89
268-000.00-880.268	Library programming	9,668.89	28,000.00	28,000.00	1,246.37	1,328.15	2,574.52	25,425.48	9.19
268-000.00-880.271	Adult programs	0.00	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.00
268-000.00-900.000	Printing, graphic design and publishing	6,577.85	28,000.00	28,000.00	198.44	407.46	605.90	27,394.10	2.16
268-000.00-910.000	Property & liability insurance	12,668.00	13,000.00	13,000.00	14,444.00	0.00	14,444.00	(1,444.00)	111.11
268-000.00-921.000	Heat	10,645.77	12,000.00	12,000.00	492.45	0.00	492.45	11,507.55	4.10
268-000.00-922.000	Electricity	89,008.38	95,000.00	95,000.00	8,536.97	8,815.92	17,352.89	77,647.11	18.27
268-000.00-923.000	Water and sewer	6,208.88	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	0.00
268-000.00-934.000	Building maintenance	125,214.33	100,000.00	100,000.00	2,296.17	4,023.26	6,319.43	93,680.57	6.32
268-000.00-935.000	Vehicle maintenance	25.31	500.00	500.00	0.00	0.00	0.00	500.00	0.00
268-000.00-941.000	Grounds maintenance	23,450.55	39,000.00	39,000.00	302.92	0.00	302.92	38,697.08	0.78
268-000.00-942.000	Office equipment lease	8,309.53	8,000.00	8,000.00	0.00	650.94	650.94	7,349.06	8.14
268-000.00-942.100	Records storage	291.64	400.00	400.00	24.95	24.95	49.90	350.10	12.48
268-000.00-956.000	Conferences and workshops	4,432.75	17,000.00	17,000.00	(615.00)	69.00	(546.00)	17,546.00	(3.21)
Other services and charges		530,512.68	604,500.00	604,500.00	61,000.69	26,078.94	87,079.63	517,420.37	14.41
Capital outlay									
268-000.00-976.100	Parking lot improvements	0.00	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
268-000.00-986.000	Internal Technology - Capital Outlay	0.00	32,200.00	32,200.00	0.00	0.00	0.00	32,200.00	0.00
268-000.00-990.000	Furniture	13,774.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital outlay		13,774.00	37,200.00	37,200.00	0.00	0.00	0.00	37,200.00	0.00
Net - Dept 000.00 - treasury		212,915.30	(165,528.00)	(165,528.00)	2,795,244.03	(49,945.02)	2,745,299.01	(2,910,827.01)	
Fund 268 - LIBRARY FUND 268:									
TOTAL REVENUES		3,216,948.34	3,244,172.00	3,244,172.00	3,077,699.20	126,242.13	3,203,941.33	40,230.67	(1,658.51)
TOTAL EXPENDITURES		3,004,033.04	3,409,700.00	3,409,700.00	282,455.17	176,187.15	458,642.32	2,951,057.68	(1,658.51)
NET OF REVENUES & EXPENDITURES		212,915.30	(165,528.00)	(165,528.00)	2,795,244.03	(49,945.02)	2,745,299.01	(2,910,827.01)	(1,658.51)

		END BAL	2021-22		MTH ACT	MTH ACT	YTD BALANCE	AVAILABLE	
GL NUMBER	DESCRIPTION	06/30/2021	ORIGINAL	2021-22	JULY 2021	AUG 2021	08/31/2021	BALANCE	% BDGT
		NM (ABNM)	BUDGET	AMDD BUDGET	INCR (DECR)	INCR (DECR)	NM (ABNM)	NM (ABNM)	USED
Fund 269 - LIBRARY CONTRIBUTION FUND 269									
Interest income									
269-000.00-664.000	Interest on investments	23,226.98	27,000.00	27,000.00	0.00	0.00	0.00	27,000.00	0.00
269-000.00-664.500	Unrealized gain (loss) on investments	(2,903.80)	(4,500.00)	(4,500.00)	0.00	0.00	0.00	(4,500.00)	0.00
	Interest income	20,323.18	22,500.00	22,500.00	0.00	0.00	0.00	22,500.00	0.00
Donations									
269-000.00-665.036	Diversity, Equity, & Inclusion	0.00	1,000.00	1,000.00	1,000.00	0.00	1,000.00	0.00	100.00
269-000.00-665.046	Makerspace Renovation Revenue	0.00	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
269-000.00-665.229	Raising a Reader in Novi Sponsors	0.00	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00
269-000.00-665.230	Collections/Materials Revenue	1,551.67	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
269-000.00-665.231	Buildings/Ground/ Furniture Revenue	2,159.85	1,000.00	1,000.00	625.00	675.00	1,300.00	(300.00)	130.00
269-000.00-665.232	Programming Revenue	3,471.35	5,500.00	5,500.00	0.00	0.00	0.00	5,500.00	0.00
269-000.00-665.233	Technology Library Revenue	0.00	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
269-000.00-665.234	Undesignated Misc Donations	0.00	500.00	500.00	0.00	0.00	0.00	500.00	0.00
269-000.00-665.235	MARKING SPONSORSHIP	10,000.00	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00
	Donations	17,182.87	25,000.00	25,000.00	1,625.00	675.00	2,300.00	22,700.00	9.20
Supplies									
269-000.00-742.036	Diversity, Equity, & Inclusion	0.00	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
269-000.00-742.229	Raising a Reader Expense	968.70	1,000.00	1,000.00	65.00	0.00	65.00	935.00	6.50
269-000.00-742.230	Collections/Materials Expense	986.10	500.00	500.00	0.00	0.00	0.00	500.00	0.00
269-000.00-742.231	Buildings/Ground/ Furniture Expense	1,586.00	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00
269-000.00-742.232	Programming Expense	2,244.46	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
269-000.00-742.233	Technology Library Expense	0.00	26,500.00	26,500.00	10,500.00	(10.00)	10,490.00	16,010.00	39.58
269-000.00-742.234	Undesignated Misc	182.39	500.00	500.00	0.00	0.00	0.00	500.00	0.00
269-000.00-742.236	Staff Recognition	15.88	1,500.00	1,500.00	66.56	92.65	159.21	1,340.79	10.61
	Supplies	5,983.53	47,000.00	47,000.00	10,631.56	82.65	10,714.21	36,285.79	22.80
Capital outlay									
269-000.00-976.044	Auto Lending Library	1,350.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00
269-000.00-976.045	LED Lighting Conversion Project	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
269-000.00-976.046	Makerspace Renovation	4,746.78	11,400.00	11,400.00	436.22	98.71	534.93	10,865.07	4.69
	Capital outlay	10,097.02	11,400.00	11,400.00	436.22	98.71	534.93	10,865.07	4.69
Net - Dept 000.00 - treasury		21,425.50	(10,900.00)	(10,900.00)	(9,442.78)	493.64	(8,949.14)	(1,950.86)	
Fund 269 - LIBRARY CONTRIBUTION FUND 269:									
TOTAL REVENUES		37,506.05	47,500.00	47,500.00	1,625.00	675.00	2,300.00	45,200.00	82.10
TOTAL EXPENDITURES		16,080.55	58,400.00	58,400.00	11,067.78	181.36	11,249.14	47,150.86	82.10
NET OF REVENUES & EXPENDITURES		21,425.50	(10,900.00)	(10,900.00)	(9,442.78)	493.64	(8,949.14)	(1,950.86)	82.10
TOTAL REVENUES - ALL FUNDS		3,254,454.39	3,291,672.00	3,291,672.00	3,079,324.20	126,917.13	3,206,241.33	85,430.67	
TOTAL EXPENDITURES - ALL FUNDS		3,020,113.59	3,468,100.00	3,468,100.00	293,522.95	176,368.51	469,891.46	2,998,208.54	
NET OF REVENUES & EXPENDITURES		234,340.80	(176,428.00)	(176,428.00)	2,785,801.25	(49,451.38)	2,736,349.87	(2,912,777.87)	

09/10/2021		BALANCE SHEET FOR CITY OF NOVI	
		As Of 08/31/2021	
GL Number	Description	Balance	
Fund 268 - LIBRARY FUND 268			
*** Assets ***			
268-000.00-003.000	Cash-Pooled Cash(Fifth Third & Comerica)	596,766.27	
268-000.00-017.000	Investments - Pooled	2,669,981.70	
268-000.00-018.000	Cash on hand	1,000.00	
268-000.00-020.000	Current taxes receivable	2,024,553.45	
268-000.00-040.050	Accounts Receivable - BSA MR	6,970.00	
268-000.00-072.100	DUE FROM COUNTY	3,402.11	
	Total Assets	5,302,673.53	
*** Liabilities ***			
268-000.00-202.000	Accounts payable	41,010.38	
268-000.00-202.100	Accounts Payable - Manual	188.16	
268-000.00-215.000	Accrued workers compensation	(19.54)	
268-000.00-215.200	Unemployment insurance liability	4,880.58	
268-000.00-259.702	Accrued liabilities-tax	13,500.00	
268-000.00-320.451	Deferred inflow - Unavailable COVID-19	3,402.11	
	Total Liabilities	62,961.69	
*** Fund Balance ***			
268-000.00-390.000	Fund balance	2,281,497.53	
	Total Fund Balance	2,281,497.53	
	Beginning Fund Balance - 20-21	2,281,497.53	
	Net of Revenues VS Expenditures - 20-21	212,915.30	
	*20-21 End FB/21-22 Beg FB	2,494,412.83	
	Net of Revenues VS Expenditures - Current Year	2,745,299.01	
	Ending Fund Balance	5,239,711.84	
	Total Liabilities And Fund Balance	5,302,673.53	
* Year Not Closed			

Fund 269 - LIBRARY CONTRIBUTION FUND 269			
*** Assets ***			
269-000.00-003.000	Cash-Pooled Cash(Fifth Third & Comerica)	(4,789.41)	
269-000.00-017.000	Investments - Pooled	1,724,441.66	
	Total Assets	1,719,652.25	
*** Liabilities ***			
269-000.00-202.000	Accounts payable	196.36	
	Total Liabilities	196.36	
*** Fund Balance ***			
269-000.00-390.000	Fund balance - Unrestricted	1,612,007.62	
269-000.00-390.230	Fund Balance Collections/Materials	36,835.74	
269-000.00-390.231	Fund Balance Buildings/Ground/Furniture	41,610.28	
269-000.00-390.232	Fund Balance Programming	29,929.06	
269-000.00-390.233	Fund Balance Technology Library	(13,403.17)	
	Total Fund Balance	1,706,979.53	
	Beginning Fund Balance - 20-21	1,706,979.53	
	Net of Revenues VS Expenditures - 20-21	21,425.50	
	*20-21 End FB/21-22 Beg FB	1,728,405.03	
	Net of Revenues VS Expenditures - Current Year	(8,949.14)	
	Ending Fund Balance	1,719,455.89	
	Total Liabilities And Fund Balance	1,719,652.25	
* Year Not Closed			

Director's Report – Julie Farkas



Staff Anniversaries (Years of Service) for October 2021

Barbara Rutkowski	Information Technology	24 years
Pat Amireskandari	Support Services	19 years
Kit-Ming Tang	Support Services	13 years
Kristin Abate	Support Services	13 years
Linda Brewin	Information Services	13 years
Steve Palizzi	Information Services – Sub	9 years
Latonia Phillips	Information Services – Sub	9 years



Novi resident and library cardholder Marcia Davis stands in front of the Lakeshore Lending Library, Michigan's first self-service library kiosk, at Lakeshore Park.

Photo provided by Marcia Davis

Self-service library kiosk opens at Lakeshore Park

Library kiosk to expand services in city's north end

By: [Jonathan Shead](#) | [Novi Note](#) | Published August 28, 2021

NOVI — Library lovers, readers and cinephiles have a new space to check out popular materials on the city's north end at Lakeshore Park.

A new self-service library kiosk at the newly upgraded park — coined the Lakeshore Lending Library, an arm of the Novi Public Library — opened in May.

The Lakeshore Lending Library is the first self-service library kiosk in Michigan.

The library vending machine holds a maximum of 235 browsable popular youth and adult fiction books, children's picture books, nonfiction, biographies, DVDs and Blu-ray Discs, and it can only be used by library cardholders.

The library kiosk, located at 601 S. Lake Drive, is a machine that Novi Public Library Director Julie Farkas had wanted for the past five years. First introduced to the technology at the Public Library Association conference in 2016, Farkas felt it could be beneficial to implement one in Novi.

"We knew that we had a disconnect with our north end. Libraries are definitely a convenience for people. When you go north of (Interstate) 96, which is still Novi, getting to the library is more difficult," Farkas said. "We knew we had a need. We don't know what the need is yet, because until you put it out there and get it into use, (you don't know), but we know that we have low library card numbers in that area."

The library currently has approximately 24,000 cardholders.

"I'll be honest with you, that's not a great number," Farkas said.

According to the latest census data, Novi has a population of 66,243 residents as of 2020, which to Farkas means that there is a largely untapped market of potential cardholders still in the community.

"We want to gain new users of the library. We want to create library users, and if it's with the kiosk at first, that's great, or even with a program," she said. "It's a chance for them to take advantage of (the library's) resources."

Since opening in May, Farkas said feedback has been positive, with some suggestions for improvements, as well.

"They have offered some suggestions, which we want, because with this being new and us launching it truly up in this Midwest area for the first time, we know that we're on the bleeding edge. Until you actually have the user use it, and find out what might work for them, that's part of it is to also learn what their expectations are, too," she said.

Kiosk users have asked the library if the carousel catalog of materials could be categorized, but Farkas explained that's not likely possible, because it doesn't allow her staff to fill the machine properly. Others have requested holds be available at the kiosk, which could be an option, Farkas said, though she wants to keep the machine open and browsable for the first six months.

Novi resident and lending library user Marcia Davis asked if the labels on the materials in the kiosk could be made smaller so that patrons can see the full titles, but outside of that issue, Davis loved her first experience using the kiosk.

"I thought it was very user-friendly. I liked the looks of it. I love the location. It's a great stopping point for somebody that isn't near the library that wants to pick up a book to read," she said. "I absolutely recommend it."

With real-time data being sent to the main library branch, Farkas said she's able to see what's being checked out and track what materials might not be as popular. Any materials that have sat for about three months likely will be removed, she said.

"If it's not moving, we won't keep it there. The whole point of this is truly to meet the demands of what the reader or watcher wants," Farkas said. A resident survey is in the works, as well, to garner more feedback.

Exclusive access to Novi residents, and library cardholders, was purposeful, Farkas explained. "This is a gift to them because they supported the library. This is another service to them that we're trying to provide and give them more convenience to the library."

Without some taxpayer dollars invested into the project, alongside a \$40,000 sponsorship from Community Financial Credit Union over four years, the \$70,000 dollar project wouldn't be complete, she added.

“Our goal is to help families with financial literacy and all the components to help them be successful. The cornerstone of all of that is reading, and so helping families help their children learn to read, and just for folks to enjoy over time, this kiosk will allow access for more families to do that,” Community Financial Credit Union Community Relations Manager Natalie McGlaughlin said.

The library will continue to accrue nominal maintenance costs to keep the kiosk running. The kiosk is weatherized, with heating in the colder months and cooling vents through the summer, and can be used year-round.

As the library hopes to secure more of a foothold in the city’s north end, Novi Parks and Recreation Director Jeff Muck said the new lending library may help his department reach their goals, as well.

“We were happy to add the lending library as one of the enhancements when we renovated the park. I think it helps the library meet their goal of getting more exposure on the north end of the city. Obviously, we want people in the park, so if it draws people who maybe never have come to the park before, then that’s a win for both of us,” Muck said.

For more information, visit novilibrary.org/services/lakeshore-lending-library.



FALL BACK
to Business

Fall Back to Business with the Novi Chamber of Commerce and the City of Novi.
Hosted by the Novi Public Library.

Tuesday, September 21
8-10am

Novi Public Library Patio - 45255 Ten Mile Rd, Novi

\$5 Per Person

Attend: It's a great opportunity for small to medium sized businesses to come and meet like-minded people, while also learning valuable information about the services available to them in the area.

Continental Breakfast
Breakfast is included for both attendees and exhibitors.

Exhibitor - SOLD OUT
Event will feature the following businesses:

- Accufarm Printing & Graphics, Inc.
- Adams Outdoor Advertising
- All About Nails by Nicole
- American Association of University Women Northville-Nov
- American Interiors, Inc.
- Ameriprise Financial - Life & Legacy Wealth Advisors
- Anu Sushi
- Batteries Plus Bulbs
- Bemer Group
- Carrabba's Italian Grill
- City of Novi
- CNS Healthcare
- College Nannies, Sitters + Tutors
- Comfort Keepers
- Edward Jones - Financial Advisor: Jackie Duggan
- Envision Payroll
- Homewatch Caregivers of Huron Valley
- Novi Public Library
- Novi Town Center
- Oakland County Business Development
- Sandstone Massage
- Schoolcraft College
- SWAG Consultants
- Sweetwaters Coffee & Tea Novi Town Center
- Walsh College

iCube Makerspace
Library staff will be on hand to give tours of the iCube Makerspace!

Studio VI
The City of Novi's Studio VI will be present to shoot a 30 second video for both attendees and exhibitors!

To sign up to attend this event, please register at novichamber.com.
For more information, please contact Mary Ledermann at 248-349-3743 or info@novichamber.com.



Breakfast is served!

Join us for breakfast!
Hear about new programs and services,
and explore new iCube equipment!

Monday, October 11 | 7:30 AM | Novi Public Library
45255 W. Ten Mile Rd. Novi

RSVP to April Stevenson by Friday, October 1
248-869-7227 or astevenson@novilibrary.org

COVID UPDATE

Daily use of the building by hour August 15 – September 4, 2021

8/15/2021		8/16/2021		8/17/2021		8/18/2021		8/19/2021		8/20/2021		8/21/2021	
9-10am	0	9-10am	0	9-10am	0	9-10am	0	9-10am	0	Staff In-Service		9-10am	0
10-11am	0	10-11am	68	10-11am	53	10-11am	93	10-11am	82	9-10am	0	10-11am	54
11am-12pm	0	11am-12pm	75	11am-12pm	64	11am-12pm	61	11am-12pm	64	10-11am	0	11am-12pm	66
12-1pm	107	12-1pm	78	12-1pm	74	12-1pm	67	12-1pm	54	11am-12pm	0	12-1pm	70
1-2pm	144	1-2pm	72	1-2pm	84	1-2pm	79	1-2pm	56	12-1pm	0	1-2pm	62
2-3pm	219	2-3pm	76	2-3pm	77	2-3pm	50	2-3pm	67	1-2pm	0	2-3pm	70
3-4pm	189	3-4pm	88	3-4pm	71	3-4pm	67	3-4pm	58	2-3pm	0	3-4pm	63
4-5pm	144	4-5pm	81	4-5pm	68	4-5pm	52	4-5pm	83	3-4pm	0	4-5pm	75
5-6pm	119	5-6pm	73	5-6pm	80	5-6pm	65	5-6pm	57	4-5pm	0	5-6pm	62
6-7pm	0	6-7pm	75	6-7pm	83	6-7pm	76	6-7pm	78	5-6pm	0	6-7pm	0
7-8pm	0	7-8pm	60	7-8pm	68	7-8pm	63	7-8pm	42	6-7pm	0	7-8pm	0
8-9pm	0	8-9pm	39	8-9pm	78	8-9pm	67	8-9pm	35	7-8pm	0	8-9pm	0
9-10pm	0	9-10pm	0	9-10pm	0	9-10pm	0	9-10pm	0	8-9pm	0	9-10pm	0
	922		785		800		740		676	9-10pm	0		522
											0		

8/22/2021		8/23/2021		8/24/2021		8/25/2021		8/26/2021		8/27/2021		8/28/2021	
9-10am	0	9-10am	0	9-10am	0	9-10am	0	9-10am	0	9-10am	0	9-10am	0
10-11am	0	10-11am	69	10-11am	74	10-11am	93	10-11am	75	10-11am	49	10-11am	51
11am-12pm	0	11am-12pm	83	11am-12pm	71	11am-12pm	55	11am-12pm	62	11am-12pm	48	11am-12pm	77
12-1pm	74	12-1pm	65	12-1pm	47	12-1pm	91	12-1pm	69	12-1pm	45	12-1pm	58
1-2pm	63	1-2pm	71	1-2pm	91	1-2pm	62	1-2pm	117	1-2pm	65	1-2pm	63
2-3pm	82	2-3pm	60	2-3pm	73	2-3pm	56	2-3pm	63	2-3pm	39	2-3pm	63
3-4pm	74	3-4pm	57	3-4pm	60	3-4pm	56	3-4pm	41	3-4pm	61	3-4pm	68
4-5pm	72	4-5pm	58	4-5pm	58	4-5pm	69	4-5pm	67	4-5pm	58	4-5pm	36
5-6pm	56	5-6pm	67	5-6pm	64	5-6pm	50	5-6pm	62	5-6pm	101	5-6pm	103
6-7pm	0	6-7pm	87	6-7pm	82	6-7pm	45	6-7pm	55	6-7pm	0	6-7pm	0
7-8pm	0	7-8pm	78	7-8pm	56	7-8pm	64	7-8pm	53	7-8pm	0	7-8pm	0
8-9pm	0	8-9pm	53	8-9pm	54	8-9pm	50	8-9pm	67	8-9pm	0	8-9pm	0
9-10pm	0	9-10pm	0	9-10pm	0	9-10pm	0	9-10pm	0	9-10pm	0	9-10pm	0
	421		748		730		691		731		466		519

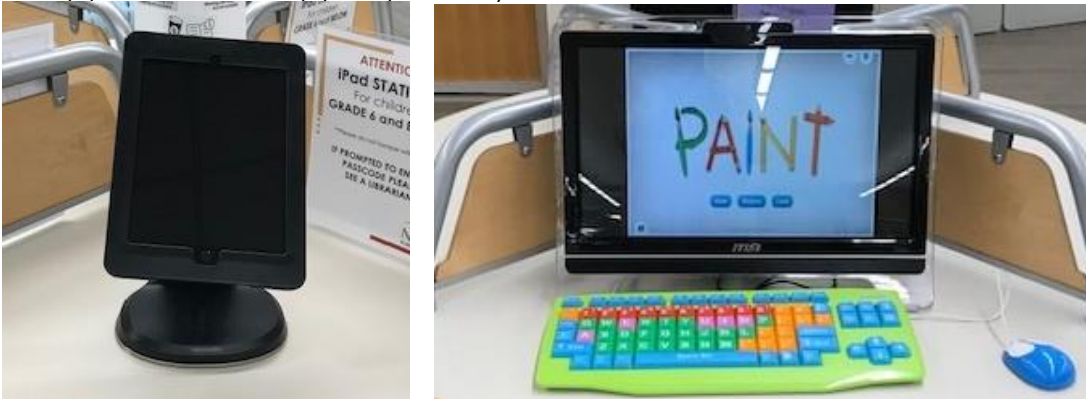
8/29/2021		8/30/2021		8/31/2021		9/1/2021		9/2/2021		9/3/2021		9/4/2021 Closed	
9-10am	0	9-10am	0	9-10am	0	9-10am	0	9-10am	0	9-10am	0	9-10am	0
10-11am	0	10-11am	106	10-11am	65	10-11am	62	10-11am	57	10-11am	78	10-11am	0
11am-12pm	0	11am-12pm	117	11am-12pm	58	11am-12pm	54	11am-12pm	65	11am-12pm	64	11am-12pm	0
12-1pm	82	12-1pm	131	12-1pm	62	12-1pm	67	12-1pm	49	12-1pm	65	12-1pm	0
1-2pm	70	1-2pm	120	1-2pm	54	1-2pm	61	1-2pm	69	1-2pm	58	1-2pm	0
2-3pm	63	2-3pm	132	2-3pm	59	2-3pm	55	2-3pm	57	2-3pm	73	2-3pm	0
3-4pm	75	3-4pm	112	3-4pm	99	3-4pm	60	3-4pm	49	3-4pm	87	3-4pm	0
4-5pm	55	4-5pm	71	4-5pm	87	4-5pm	62	4-5pm	56	4-5pm	78	4-5pm	0
5-6pm	61	5-6pm	62	5-6pm	77	5-6pm	60	5-6pm	75	5-6pm	104	5-6pm	0
6-7pm	0	6-7pm	79	6-7pm	99	6-7pm	49	6-7pm	68	6-7pm	0	6-7pm	0
7-8pm	0	7-8pm	63	7-8pm	55	7-8pm	50	7-8pm	71	7-8pm	0	7-8pm	0
8-9pm	0	8-9pm	89	8-9pm	58	8-9pm	50	8-9pm	62	8-9pm	0	8-9pm	0
9-10pm	0	9-10pm	0	9-10pm	0	9-10pm	0	9-10pm	0	9-10pm	0	9-10pm	0
	406		1,082		773		630		678		607		0

9/5/2021 Closed		9/6/2021 Closed		9/7/2021		9/8/2021		9/9/2021		9/10/2021		9/11/2021	
9-10am	0	Labor Day		9-10am	0	9-10am	0	9-10am	0	9-10am	0	9-10am	0
10-11am	0	9-10am	0	10-11am	75	10-11am	60	10-11am	50	10-11am	42	10-11am	52
11am-12pm	0	10-11am	0	11am-12pm	67	11am-12pm	50	11am-12pm	62	11am-12pm	47	11am-12pm	73
12-1pm	0	11am-12pm	0	12-1pm	87	12-1pm	60	12-1pm	46	12-1pm	51	12-1pm	86
1-2pm	0	12-1pm	0	1-2pm	67	1-2pm	66	1-2pm	66	1-2pm	49	1-2pm	72
2-3pm	0	1-2pm	0	2-3pm	99	2-3pm	89	2-3pm	98	2-3pm	110	2-3pm	87
3-4pm	0	2-3pm	0	3-4pm	156	3-4pm	116	3-4pm	113	3-4pm	129	3-4pm	85
4-5pm	0	3-4pm	0	4-5pm	81	4-5pm	70	4-5pm	96	4-5pm	75	4-5pm	95
5-6pm	0	4-5pm	0	5-6pm	93	5-6pm	80	5-6pm	71	5-6pm	125	5-6pm	113
6-7pm	0	5-6pm	0	6-7pm	89	6-7pm	87	6-7pm	88	6-7pm	0	6-7pm	0
7-8pm	0	6-7pm	0	7-8pm	61	7-8pm	89	7-8pm	83	7-8pm	0	7-8pm	0
8-9pm	0	7-8pm	0	8-9pm	51	8-9pm	65	8-9pm	86	8-9pm	0	8-9pm	0
9-10pm	0	8-9pm	0	9-10pm	0	9-10pm	0	9-10pm	0	9-10pm	0	9-10pm	0
	0	9-10pm	0		926		832		859		628		663
			0										

Information Technology Report by Barbara Rutkowski – August

General

- Closed 18 Help Desk tickets.
- Four (4) iPads and two (2) Early Literacy Workstations were returned to the Youth Public Area.



- A Request For Proposals (RFP) for a new IP/Cloud based phone system issued in early August received numerous bid packets.

iCube

- We held 115 iCube appointments:
 - 20 Analog to Digital Conversion
 - 20 3D Printer
 - 19 Adobe Creative Cloud
 - 10 Laser
 - 10 Sublimation (shirts, mugs, mouse pads)
 - 6 Sewing/Embroidery
 - 6 Cricut
 - 5 Flatbed scanner
 - 4 Shirt Press
 - 3 3D Scanner
 - 3 FastFoto
 - 2 Carvey
 - 2 Mug Press
 - 2 FormBox
 - 1 Button Maker
 - 1 Wacom Tablet
 - 1 Turntable
- Staff from the Portage District Library planning to create their own Makerspace were given an iCube tour and demonstrations on various equipment by Dominic Doot and Mary Robinson.
- A guest used the Laser to cut out and engrave the pieces to complete a “Diagon Alley” project.



- Coupons to create an item in the iCube were given as prizes during our Summer Games programming. Guests could choose to make either a mug, puzzle or t-shirt.



Training

- IT Staff held 3 Staff sessions:
 - 1 Cricut
 - 2 Laser
- IT Staff attended the DEI training held during the Staff In-Service Day.
- Barb attended meetings for the DEI Committee, TLN Technology Committee, Lending Library Committee, iCube Committee and Patron Point training.

Facilities Report by Keith Perfect – July and August

In the past months the Facilities Department has closed 9 Facilities tickets, 4 Meeting Room Requests and has updated 735 Periodic Maintenance tickets.

- The monthly fire extinguisher check/inspection has been completed and all are in good working order.
- The monthly boiler check/inspection has been completed and both boilers are operating as they should.
- The monthly emergency horn/strobe test was completed and all are in good working order.
- The monthly AED inspection/battery check has been completed and is showing sufficient charge.

- The monthly van wash/fluid check has been completed and all fluids were at their normal operating levels.
- 16 Gaylord bins full of discarded and donated books have been sent to Thrift Books for re-sale or recycling.
- The door on the Pavilion Shore Read Box was repaired.
- The HVAC preventative maintenance was completed by vendor.
- The actuator on Mixing Box #19 was replaced by vendor.
- Furniture that was previously stored during COVID restrictions has been returned to its normal locations.
- Temporary staff offices (study rooms) have been cleaned out and sanitized returned to study room purposes.
- The patio concrete sealing project was completed and once again looks like a new patio.
- The Librarian statue in front of the building outside has received its annual chemical cleaning and is once again shining bright.
- The gutters along the canopy at the main entrance have been cleaned and are once again draining/functioning as they should.
- The drinking fountains have been flushed by a licensed plumber and returned to normal operation after being cleaned and sanitized by the Facilities Department.
- A flush valve diaphragm was replaced on the second floor men's restroom toilet.
- A damaged lawn irrigation sprinkler head was replaced.
- 4- overgrown and not so well trees were removed from along the receiving area loading ramp.
- Door numbers were added to all exterior doors to improve staff and guest safety. With these numbers in place they will improve response time in case of emergency where the door number can be relayed to emergency services to direct them to the nearest door closest to the emergency situation.
- This year's staff award plaque has been hung in the staff break room.
- Three broken bolts were replaced on the staff entrance door and the door is now opening and closing as it should. The broken bolts were the result of normal wear and tear.
- The library parking lot was re-sealed and parking lines re-painted by vendor.
- Several new staff received a safety tour of the building.

Information Services Department Report by April Stevenson – August

News and Notes

- Promoted material and services at the Festival of Chariots
- Added a Teen Health and Wellness [database](#).
- Created and added to the website the booklist titled "YA Fiction Books School Life - Set In or About School"
- Promoting Library Card Sign-up month featuring Marley Dias, author and founder of #1000BlackGirlBooks. Raffle includes prizes to 3 locally black-owned businesses.

Professional Development

- Digipalooza Conference - Mary
- Combating Workplace Injustice in Public Libraries and the Importance of Diversifying Collections - Lindsay
- Celebrating and Showing Support for Asian, Asian American, and Pacific Islander Colleagues in Librarianship and in Our Communities - Lindsay
- If You Have Emotions and You Know It - Shout Hooray: Presenting Social Emotional Learning in Story Time - Danielle
- The Secrets of Stellar Readers' Advisory Service webinar - Danielle
- Assisting Library Users with Legal Questions - Hillary
- New Future of Office and Commercial Space in Southeast Michigan - Hillary
- Strengthen Patron Workforce Opportunities with Labor Market Information - Hillary

IS Staff Outreach

- Provided outreach story times to Novi Summer School students - Danielle, Emily, Shannon, Linda, April
- Provided a table of library information at the Chariot Festival
- Novi Rotary - Lindsay
- MiLibraryQuest meeting - Lindsay
- Ribbon cutting - Hillary
- Chamber Ambassador - Hillary
- ABWA monthly meeting - Hillary
- TLN Youth Services meeting - Kirsten
- TLN e-Content Users Group - Mary
- City of Novi CAAB meeting - Mary

Adult Programs

- Summer Music @ Paradise Park - Dueling Pianos - 105
- Summer Music @ Paradise Park - Major Dudes - 114
- The Adoption Option- Cutting Through the Red Tape - 31
- Women Balancing Life One Day at a Time - 47

Adult Displays

- Feature Collection Display - Read a Romance Month
- Desk Display - Tokyo Olympics and Paralympics
- Second Floor Glass Display - Tokyo, Japan
- Business Spotlight Display for summer will feature professional development books on business skills like business writing, etiquette, negotiation, networking, presentations/public speaking, and time management

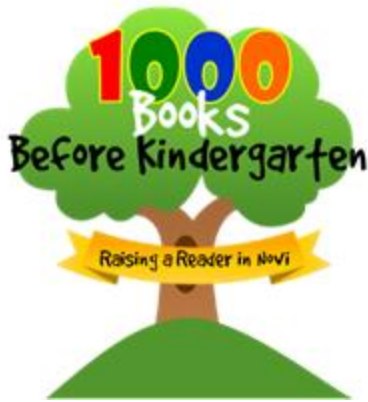
Youth/Tween/Teen/Family Programs

- NPL International Summer Games (2) - 55
- Sticky Fingers Virtual Cooking Class: Harry Potter Inspired Cuisine - 10

- Doug Scheer's Adventures in Reading - 43
- Birth-PreK Summer Reading Mini Finales (2) - 125
- Summer Reading Finales @ Paradise Park (2) - 320
- Summer School Story times - August (23) - 391
- Bilingual Storytime: Japanese - 295
- Bilingual Storytime: Korean - 11
- Bilingual Storytime: Tamil - 19
- Bilingual Storytime: Hindi - 27
- Grab and Go Pinwheel Kit - 36
- Grab and Go Planetarium Kit - 25
- Grab and Go Early Literacy Kit - DIY Sidewalk Chalk Paint - 25
- Grab and Go School Photo Frame Kit - 48

Youth/Tween/Teen Displays

- Teen Stop display is young adult fiction books about school life: set in or about school.
- Youth Feature Display: "Reach Up and Read" featuring Gina the Giraffe and books about animals
- Libraries are for Everyone: Back to School month, Spider-Man Day, Book Lovers Day, Raksha Bandhan, Women's Equality Day, National Dog Day



Raising a Reader 1,000 Books Before Kindergarten Stats

of active participants logging 100 books or more: 465
of logs received to date: 1,923
of paper logs submitted this month: 13
of online logs submitted this month: 66
of books read this month: 7,900

100 Books – 465	600 Books – 140
200 Books – 294	700 Books – 127
300 Books – 233	800 Books - 114
400 Books – 184	900 Books – 104
500 Book – 165	1000 Books – 97

Table at Chariot Festival



SRP Preschool Finales



Social Media Stats - Adult Programs/Marketing

Adult Programming Statistics for Board Report-August 2021

				Zoom		Facebook		Instagram	YouTube
Date	Program Title	Programs	Total Attendance	Zoom Programs	Zoom Attendance	FB Live Attendance	FB Recorded views	IG Recorded Views	YouTube Recorded Views
17-Aug	Adoption Option	1	31	1	9	7	15		
23-Aug	Women Balancing Life Mental Health	1	47	1	22	7	12		6

Social Media Stats - Youth Programs/Marketing

Youth & Teen Programming Stats - August 2021

		Program Totals		Zoom		Facebook		Instagram	YouTube	Twitter
Date	Program	Total Youth Programs	Total Youth (w/adults) Attendance	Youth Zoom Programs	Youth Zoom Program Attendance	Youth FB Live	Youth FB Recorded views	Youth IG Recorded Views	Youth YouTube Recorded Views	Youth Twitter Recorded Views
6-Aug	Bilingual Story Time: Hindi	1	27				22		5	
13-Aug	Bilingual Story Time: Tamil	1	19				11		8	
20-Aug	Bilingual Story Time: Japanese	1	295				283		12	
27-Aug	Bilingual Story Time: Korean	1	11				9		2	

Support Services Department Report by Maryann Zurmuehlen – August

Department Head/General

- Board Packet Statistics were completed for the Support Services Department.
- Attended weekly Management Team Zoom meetings.
- Attended weekly department catchup meetings.
- Attended a DEI Committee meeting on August 3rd.
- Attended Patron Point Committee meetings on August 4th and 12th.
- Held interviews for 2 Outreach Clerk positions on August 9th and 11th.
- Attended a Lakeshore Lending Library Committee meeting on August 19th.
- Attended a TLN SASUG Zoom meeting on August 26th.

TLN SASUG Committee Meeting (8/26/21)

- The FRBR catalog will go live on September 7th.
- Most libraries have seen a down-tick in checkout numbers since COVID started. In contrast, Novi has seen record-setting checkout numbers above 100,000 for June and July.
- CARL passwords are set to change on September 28th.

Circulation & Shelves

- Task coverage in the Shelving department due to staff shortages and unfilled positions.
- Working on cleanup of the patron database.
- Preparations are being made for NCSD card campaigns in September for NMS and NHS.

Tech Services

- Task coverage in the Circulation department due to staff shortages and unfilled positions.
- Projects in progress: changing Professional Reference over to regular Non-Fiction, changing Youth Parenting books to regular Non-Fiction, changing iCube Collection books to regular Non-Fiction, changing out Lending Library materials and correcting the labels.
- Working on processing the mass orders from the switchover to a new fiscal year.

Statistics (August 2021)

- **Library Cards Issued: 321**
- **Items Checked Out: 73,089**
- **Items Interloaned for NPL Patrons: 4,580 (89 through MeLCat)**
- **Items Interloaned to Other Libraries: 3,569 (128 through MeLCat)**
- **Items Added to the Collection: 1,417**
- **Items Discarded from the Collection: 2,363**
- **Drive-Up Window & Locker Hold Pickups: 12**
- **Novi School's Card Registration: 0**
- **MAP Checkouts: 36**
- **Read Boxes:**
 - **3 Weekly Deliveries**
 - **42 Adult Items Circulated**
 - **205 Youth Items Circulated**
- **Lakeshore Lending Library Checkouts: 75**
- **Outreach:**
 - **Facilities Visits: Currently suspended based on COVID guidelines**
 - **6 Book Discussions / 94 Items Provided**

Support Services Statistics 2021-2022													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	TOTAL
Cards Issued	320	321											641
Items checked out	103,798	73,089											176,887
Items borrowed	4,763	4,580											9,343
Items loaned	3,940	3,569											7,509
Drive-Up Window & Locker Hold Pickups	14	12											26
Read Boxes	272	247											519
MAP Checkouts	43	36											79
Novi School's Card Registration	0	0											0
Lakeshore Lending Library	223	75											259

	August 2021	August 2020		August 2021	August 2020
Library cards issued	321	167			
Total checkouts	73,089	45,904	READ Boxes	Adult 42	0
				Youth <u>205</u>	<u>0</u>
Items borrowed	TLN 4,491	5,328		Total 247	0
	MeL <u>89</u>	8			
	4,580	5,336			
Items loaned	TLN 3,441	4,511			
	MeL <u>128</u>	86			
	3,569	4,597			

Read Boxes were filled for the first time this season on June 16, 2021.

*** Due to COVID closures.**

Self-Check Totals 2021-22 Fiscal Year									
	Total Circulation	Self-check % of Total	Total Self-checks	Self-Check #1	Self-Check #2	Self-Check #3	Youth #1	Youth #2	Adult South
July	103,798	19.05%	19,776	7,697	6,253	5,826	0	0	0
August	73,089	39.84%	29,119	10,935	9,888	8,296	0	0	0
September			0						
October			0						
November			0						
December			0						
January			0						
February			0						
March			0						
April			0						
May			0						
June			0						
FYTD	176,887	29.45%	48,895	18,632	16,141	14,122	0	0	0

Library Usage									
2020-2021 Fiscal Year					2021-2022 Fiscal Year				
	Lobby	Drive-Up	Total	Daily Average		Lobby	Drive-Up	Total	Daily Average
July	8,095	4,307	12,402	477	July	18,971	6,852	25,823	956
August	10,186	4,091	14,277	461	August	20,561	6,291	26,852	895
September	8,729	5,114	13,843	513	September				
October	11,833	3,794	15,627	504	October				
November	8,845	4,475	13,320	493	November				
December	5,213	3,285	8,498	304	December				
January	8,810	3,297	12,107	404	January				
February	9,952	2,888	12,840	459	February				
March	12,510	5,224	17,734	572	March				
April	12,277	4,784	17,061	588	April				
May	12,199	4,714	16,913	626	May				
June	17,300	6,647	23,947	855	June				
FYTD Total	125,949	52,620	178,569	521	FYTD Total	39,532	13,143	52,675	924

Computer Logins											
2020-2021 Fiscal Year						2021-2022 Fiscal Year					
	Public Workstations	Wireless	Lending Laptops	Total	Daily Average		Public Workstations	Wireless	Lending Laptops	Total	Daily Average
July	0	16,504	0	16,504	635	July	983	30,634	0	31,617	1,171
August	55	18,127	0	18,127	587	August	944	35,958	0	36,902	1,230
September	624	19,329	0	19,953	739	September					
October	942	20,359	0	21,301	687	October					
November	401	18,514	0	18,915	701	November					
December	0	9,673	0	9,673	345	December					
January	219	3,323	0	3,542	118	January					
February	629	10,709	0	11,338	405	February					
March	860	19,648	0	20,508	662	March					
April	893	20,319	0	21,212	731	April					
May	903	21,637	0	22,540	835	May					
June	966	27,206	0	28,172	1,006	June					
FYTD Total	6,492	205,348	0	211,840	618	FYTD Total	1,927	66,592	0	68,519	1,202

Early Literacy Workstation Usage							
2020-2021 Fiscal Year				2021-2022 Fiscal Year			
	Monthly Sessions	Monthly Time (In Minutes)	Average Session (In Minutes)		Monthly Sessions	Monthly Time (In Minutes)	Average Session (In Minutes)
July	0	0	0	July	193	3,882	18
August	0	0	0	August	239	5,031	21
September	0	0	0	September			
October	0	0	0	October			
November	0	0	0	November			
December	0	0	0	December			
January	0	0	0	January			
February	0	0	0	February			
March	4	118	29	March			
April	69	1,301	18	April			
May	97	1,636	16	May			
June	134	2,347	17	June			
FYTD Total	304	5,402	20	FYTD Total	432	8,913	20

Technology Training Sessions 2021-22 Fiscal Year																				
	3D Printing	Cricut/Silhouette	Digital Conversion	Scans/FastFoto	Sewing/Embroidery	Sublimation Printer	Carvey CNC	Muse Laser	Formbox	3D Scanner	Adobe CC	Button Maker	Heat Press	Creative Kits	Wacom Tablet	Tech Time	Staff Training	Total Classes	Total Guests	
Jul	12	2	19	4	3	15	2	5	1	3	11	2	17	2		0	3	101		
<i>Guests</i>	12	2	19	4	3	15	2	5	1	3	11	2	17	2		0	3		101	
Aug	20	6	21	8	6	10	2	10	2	3	19	1	6	0	1	0	3	118		
<i>Guests</i>	20	6	21	8	6	10	2	10	2	3	19	1	6	0	1	01	03		118	
Sep																		0		
<i>Guests</i>																				0
Oct																		0		
<i>Guests</i>																				0
Nov																		0		
<i>Guests</i>																				0
Dec																		0		
<i>Guests</i>																				0
Jan																		0		
<i>Guests</i>																				0
Feb																		0		
<i>Guests</i>																				0
Mar																		0		
<i>Guests</i>																				0
Apr																		0		
<i>Guests</i>																				0
May																		0		
<i>Guests</i>																				0
Jun																		0		
<i>Guests</i>																				0
Sessions	32	8	40	12	9	25	4	15	3	6	30	3	23	2	1	0	6	219		
<i>Guests</i>	32	8	40	12	9	25	4	15	3	6	30	3	23	2	1	0	6		219	

2021-2022 Fiscal Year					
	Hoopla		LinkedIn		
	Check-outs	New Users	Active Users	Logins	Total Video Views
July	1,446	374	86	28	684
August	1,507	366	94	32	666
September					
October					
November					
December					
January					
February					
March					
April					
May					
June					
FYTD Total	2,953	740	180	60	1,350

2021-2022 Fiscal Year					
OverDrive					
	Consortium Collection	Advantage Collection	Total OverDrive	Magazines	New Users
July	7,471	1,909	670	10,050	80
August	7,982	1,794	689	10,465	87
September					
October					
November					
December					
January					
February					
March					
April					
May					
June					
FYTD Total	15,453	3,703	1,359	20,515	167

Meeting Room Rentals					
2020-2021 Fiscal Year			2021-2022 Fiscal Year		
	Rentals	Attendees		Rentals	Attendees
July	0	0	July	0	0
August	0	0	August	0	0
September	0	0	September		
October	0	0	October		
November	0	0	November		
December	0	0	December		
January	0	0	January		
February	0	0	February		
March	0	0	March		
April	0	0	April		
May	0	0	May		
June	0	0	June		
FYTD	0	0	FYTD	0	0

Library App - 2021-2022 Fiscal Year

	Number of Visits	Most Requested Webpages			Number of Visits	Most Requested Webpages	
July	30,330	1.	Catalog	January			
		2.	My Account				
		3.	Library Locator				
		4.	OverDrive				
		5.	Events				
August	27,716	1.	Catalog	February			
		2.	My Account				
		3.	Library Locator				
		4.	OverDrive				
		5.	Zinio				
September				March			
October				April			
November				May			
December				June			
				Total	58,046		

**Friends of the Novi Public Library
Meeting of the Board of Directors
Agenda – September 8, 2021**

- I. Call to Order, Roll Call Sue Johnson
- II. Minutes of the June 9, 2021 Meeting * Evelyn Cadicamo
- III. Treasurer's Report* Marilyn Amberger
- Prior month(s) Income and Expense
 - Statement Balances
- IV. Reports
- Library Liaison Dana Brataniec
 - Book Nook Carol Neumann
 - Membership Sue Johnson
 - President Sue Johnson
 - Library Board presentation – 8/26/2021
 - Joyce Cherf donation
 - Summer reading -- \$1 Book Nook coupon
 - Increase in PayPal fees (\$10.00 membership - \$9.31 to us, .69 fees - \$.17 inc.), mail \$1.10 in stamps plus stationary cost)
 - Kaleidoscope
 - Stationary
 - Vera Bradley event
 - Holiday Sale
 - Coverage for music programs

V. Announcements

VI. Calendar

Kaleidoscope

- Thursday, October 21 - Thomas Lynch, Milford essayist and poet *New & Selected Work in Words*
- Thursday November 18 - Bailey Isgro-Moore, author, owner Detroit History Tours *Michigan Suffragettes*
- Thursday December 2 - Steve McBride, executive director *The Pewabic Pottery*

Listen at the Library

•
2021 Summer Music on the Patio

•
2021 Summer Music at Paradise Park - Thursdays, 7-8pm

- September 9 – Rick and Dayna Duo
- September 16 - Stephen Floyd
- September 30 – Von Kippers

Friends Events

- November 6/7 Holiday Sale

VII. Adjournment*

*Requires Action

**Friends of the Novi Public Library
Meeting of the Board of Directors
June 9, 2021**

*(This meeting of the Friends Board was the **third in-person** meeting in over a year. We have been in compliance with all the regulations regarding meetings due to the COVID-19 Coronavirus. Until further notice, we will continue observing the necessary guidelines under Phase 4.)*

Call to Order: Sue Johnson. Sue called our meeting to order at 2:08pm.

Present: Sue Johnson, Marge Bixby, Marilyn Amberger, Carol Neumann, Carol Hoffman, Karen Schubert, Dana Brataniec, Library Liaison, and guest, Kathy Mutch.

Absent: Lin Giglio and Evelyn Cadicamo

Minutes of the May 12, 2021 Meeting: Evelyn Cadicamo. Minutes were distributed to all present. Upon completion of reading them, the Board was asked if there were any comments or issues. There being none, motion was made by Carol Neumann to accept the Minutes as presented. Motion was seconded by Marge Bixby. Motion passed 6-0.

Treasurer's Report and Financials: Marilyn Amberger. Marilyn reported that the reserves are good. There is not a lot of money going back and forth. Book Nook sales are great with \$1,943.18 in May. Checks are also getting paid out for upcoming programs as well as for items from the Director's Wish List like \$2,426.57 for giveaways, \$930.00 for Grab and Go and \$1,067.11 for Lakeshore Lending Library. Dana detailed what giveaways were purchased: sunglasses, bubbles, crayons, beach balls, rulers and other Friends logo items.

Income	\$2,314.77	CF CD	\$15,364.25
Expenses	<u>5,201.48</u>	CF Checking	11,436.15
Overall Total	-\$2,886.71	CF Savings	<u>10,002.01</u>
		Vibe Checking	10,083.12
		Vibe Savings	<u>11,023.29</u>
		Total Bank Accts.	57,908.82
		Startup Fund	<u>100.00</u>
		Total Cash Accts.	\$58,008.82

There being no further discussion regarding the financial statements, Carol Hoffman made a motion to accept the financials as offered. Motion was seconded by Marge Bixby. Motion passed 6-0.

Kaleidoscope Program Discussion: Kathy Mutch. Kathy discussed her ideas for scheduling Kaleidoscope programs in the fall. She wants to reach out to the same presenters who were scheduled in Spring 2020 before they got cancelled due to COVID and the library shutdown. Those presenters are Thomas Lynch, poet and essayist, Bailey Sisoy Isgro, author and owner of Detroit History Tours, and Cara Catallo, Pewabic Pottery. Everyone was in agreement about rescheduling these same presenters. Dana commented she was not sure if the Library would be

returning to in-person programming in September due to capacity limits. More information will be released from the Governor at the beginning of July, however, the Board agreed Kathy should go ahead with planning the programs. Kathy is going to try and schedule these presenters for the third week in October and November and early December 2021. She also wants to avoid conflicting with the Novi Historical Commissions planned programs and will reach out to Betty.

The Board discussed the budget for Kaleidoscope programs and increasing it from \$1,500.00 to \$2,000.00 due to the pandemic and higher costs for presenters. Sue said it will be discussed at the Annual meeting. Carol Hoffman agreed that the Kaleidoscope budget should have some buffer room to help cover the rising costs for presenters.

Library Liaison: Dana Brataniec. Dana reported on Lakeshore Lending Library. The kiosk was installed after the May meeting. The Library has only soft-opened the kiosk due to some technical issues that are currently being fixed. Dana mentioned the Annual Meeting and how it was going to be at Lakeshore Park. Maps were provided in the packet. She also talked about the Summer Music programs scheduled at Paradise Park. She will forward the information to Sue once Gail has all of the dates finalized.

Book Nook: Carol Hoffman. Carol reported that the \$0.50 sale was going well. She spoke of the theft of DVDs and how that seems to be doing much better since they moved them to the top of the table. In the last four weeks, the Book Nook took in \$1,750.00. They are aiming for \$2,000.00 per month.

Carol mentioned book donations and how a lot of the books donated are not useable. However, Thrift Books numbers are going up which is good! Karen asked about opening the Book Nook more for volunteers to help sell, however, Carol mentioned the monitor might get bored due to how low the number of guests visiting the library is. Carol also wants to change some of the hours the Book Nook is manned so it's more consistent. More information will be coming soon. Any seller brought back would need to go through COVID training and follow the Library's guidelines. Vaccination requirements for volunteers were discussed and Dana mentioned that the Library is following the City's rules regarding employees. Dana will talk to Julie for more information about volunteers and vaccination requirements.

Marge inquired about moving donation collection back to the lobby. Carol said there are too many donations coming in to do that and that it will be quite a process to change back to the way it was before COVID. The current donation process will continue through the summer. Once it is decided that donations will move back to the lobby, a meeting will have to be held with volunteers and re-training will need to occur.

Membership: Sue Johnson. Sue said that memberships are struggling along but a few memberships had come. The newsletter recently sent out had notices on them about membership.

Presidents' Remarks: Sue Johnson

- **Newsletter** - Sue passed around the recently mailed spring newsletter which featured information about the Annual Meeting, the Silent Auction, a Friends Year in Review, Lakeshore Lending Library information, Summer Music at Paradise Park dates, Summer

Reading, Booked for the Evening and the Friends sponsorship of promotional giveaways. The newsletter was mailed to households on Thursday, June 3 and the Board commented how they had not received theirs yet in the mail.

- **Silent Auction** - The painting by Rosa Paulus will be on an easel right by the Book Nook on Friday. The starting bid will be \$100.00. Bids can be made in \$10.00 increments. Bids can be accepted at the Circulation Desk and through email. The Auction will be held for one week from June 21 – 28, 2021.
- **Summer Reading** - Sue passed around a \$1.00 off Book Nook coupon to be used by the Library for Adults (18+) who finish the Summer Reading Program. They will be able to use this coupon to receive \$1.00 of their purchase at the Book Nook. Readers will just need to put the coupon into the Honor Box.
- **Annual Meeting** - The Annual Meeting will be held on Wednesday, July 14 at 6pm at Lakeshore Park, Shelter #2. Sue mentioned that a map of Lakeshore Park was included in the packet. Dana mentioned that she had reserved a room at the Library in case of rain. Cookies and water will be provided. Attendees at the meeting will be able to get a demo of the Lakeshore Lending Library kiosk by Dana. Anyone is welcome to attend!
- **Budget Proposal** – Sue reviewed the proposed budget for 2021-2022. Carol agreed for \$15,000.00 for Book Nook sales. Donations went well this year, as a lot of people were generous, including a \$750.00 donation from a trust and money that came in from the Kroger and Amazon Smile programs. Membership will be left at \$5,000.00. Annual Contributions are pretty much the same. The Director's Wish List was reviewed. Annual Contributions total will be \$15,300.00. The Director's Wish List total will be \$12,500.00. Expenses were also reviewed. Sue mentioned the \$10,000.00 grant received to help with the income deficit over the last year. The proposed budget will be approved at the Annual Meeting.
- **Christmas in July** – There was a question about having a Christmas in July craft sale from Carol Neumann. There was conversation about having the items out for library guests to touch or if they should be put behind glass. Some were in favor of having them out and others were in favor of having them behind glass. There was mention of having the Book Nook manned and if someone wanted to get a better look at an item, the volunteer could open the case and let people look. Carol Neumann asked about having tables out near the fireplace to have a weekend sale instead. The Board ultimately decided on instead having a Christmas Auction in late November. Planning for the Christmas Auction will begin in August or September. The Board will need to decide if the auction should be before or after Thanksgiving.
- **Summer Music Programs:** Sue asked for Friends representation for the scheduled programs. Karen Schubert volunteered for Stephen Floyd (July 15) and Marilya

Amberger volunteered for Billy Mack & The Juke Joint Johnnies (July 22). Sue asked for additional volunteers to represent the other programs. Marge Bixby inquired about music on the patio at the Library. Gail is currently planning her programs. Sue mentioned it might be tough to plan because of COVID guidelines but Gail will see what she can do.

Carol Neumann asked about the Book Nook coupon and Sue showed her how it will work. Sue mentioned the Library's Read Boxes and how some boxes of children's books were given to help supply those. There are over 40 boxes of children's books upstairs. There will be a children's book sale for the entire month of August.

The next meeting will be **Wednesday, July 14, 2021 at 6pm**. There will be discussion of the proposed budget for 2021-2022.

There being no further business to discuss, a motion was made to adjourn the meeting. The motion was offered by Marilyn Amberger and seconded by Sue Johnson. Motion passed: 6-0. Meeting adjourned at 3:35pm.

On June 29, 2021 Sue Johnson proposed the following which was passed 8 Agree, 1 not responded.

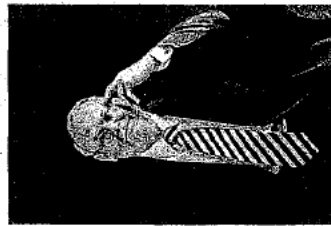
I propose we allocate \$1000 from the Morning Music budget of \$1600 to senior programs to be held at locations like Fox Run, Rose Living, Anthology and Meadowbrook Commons. We can evaluate their popularity and decide whether to continue with this in future years. The remaining \$600 would be for in house programs. I also propose that we broaden Listen at the Library to programs other than classical. Some can certainly be classical, but let's leave it to Gail Anderson to provide a nice mix of programs for the year.

Respectfully,
Dana Brataniec



KALEIDOSCOPE SERIES

FALL 2021



Thursday

October 21, 2021

NEW AND SELECTED WORKS IN WORDS

Thomas Lynch, essayist, poet

A poet who documents and celebrates his Irish heritage, Thomas Lynch will talk about his writing and his two most recently published books: *The Depositions*, new and selected essays, and *Bone Rosary*, new and selected poems. For artists, as well as writers, this is also an opportunity to learn more about a month-long residency in Ireland supported by the Lynch & Sons Fund for the Arts.

Programs begin at 7:00 P.M.



Thursday

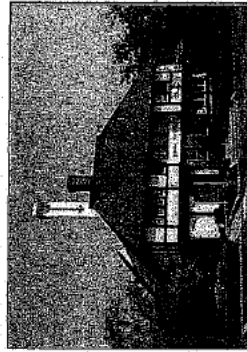
November 18, 2021

MICHIGAN SUFFRAGETTES

Bailey Sisoy Isgro-Moore, author, owner
Detroit History Tours

By popular demand, Bailey returns! She will talk about what led to her soon-to-be-published book, *The Suffragette Who Joined the Circus*. Her presentation will focus on women's history and her own discovery of some amazing people, unique places and forgotten events.

Novi Public Library
45255 W. Ten Mile Rd. Novi, MI 4837



Thursday

December 2, 2021

PEWABIC POTTERY

Steve McBride, Executive Director

Internationally famous, Pewabic Pottery originated in a stable in 1903. Horace J. Caulkins and Mary Chase Perry relocated their studio to an English Tudor building in 1906, now a National Historic Landmark serving as a studio, exhibit and event space. Pewabic Pottery is dedicated to handcrafted ceramics and tiles, many of which can be seen as architectural detail in major cities across the country, not just in the Detroit area.

Free, reservations required



NOVI HISTORICAL COMMISSION
Wednesday, July 21 7pm
Novi Library

Call to Order...IN PERSON ...main meeting room first floor: 7:03PM
Attendance: Kathy Crawford, Rachel Manela, Kim Nice, Debbie Wrobel, Dan Pierce
Introductions of guests: Betty Lang (Library Liaison), Mohammed
Approval of Agenda: ALL APPROVED, Motion: Kathy, 2nd Rae
Approval of Minutes- June 2021: ALL APPROVED
Treasurer's report –Kim (Approval of expenses):

NOVI HISTORICAL COMMISSION FINANCIAL SUMMARY REPORT - 2020/2021 Fiscal Year End Report				NOVI HISTORICAL COMMISSION FINANCIAL SUMMARY REPORT - 2021/2022 Fiscal Year			
BUDGET		EXPENDITURES Through June 30, 2021		BUDGET		EXPENDITURES Through July 21, 2021	
Display Cabinet Exhibit	\$ 900	\$	(164.18)	Display Cabinet Exhibit	\$ 900	\$	-
Marketing Brochures/Engage/Name Badges	\$ 1,200	\$	(148.00)	Marketing/Brochures/Engage/Name Badges	\$ 1,200	\$	-
Equipment/Supplies/Office/Upgrades/Repairs	\$ 1,500	\$	(22.91)	Equipment/Supplies/Office/Upgrades/Repairs	\$ 1,200	\$	-
Program/Seater Fees	\$ 1,600	\$	-	Program/Seater Fees	\$ 900	\$	-
Storage Unit	\$ 2,300	\$	(2,260.00)	Storage Unit	\$ 2,500	\$	(2,431.00)
Acquisition (Books/Materials)	\$ 900	\$	(152.00)	Acquisition (Books/Materials)	\$ 900	\$	-
Conference/Continuing Education	\$ 2,500	\$	(251.00)	Conference/Continuing Education	\$ 2,200	\$	-
Special Projects Exhibits (Vila Bar, Photographs, Veterans Sign, Oral Histories, City/Community Events, Motor City Market)	\$ 3,400	\$	(2,128.72)	Special Projects Exhibits (Vila Bar, Photographs, Veterans Sign, Oral Histories, City/Community Events, Motor City Market)	\$ 3,900	\$	-
Total:	\$ 14,300	\$	(5,188.81)	Total:	\$ 14,900	\$	(2,431.00)
Available Projects	Expenditures	Revenue Received	\$	Available Projects	Expenditures	Revenue Received	\$
Vila Bar Book Sales YTD	\$ 1,751.00	\$ 2,500.00	\$ 758.24 unapport funds	Vila Bar Book Sales YTD	\$ 790.34	\$ 11,568	\$ - unapport funds
Wine&Acacia/Novi Project				Wine&Acacia/Novi Project			

Make Separate Line item for Subscriptions: Oakland County and Michigan Historical Society membership, etc.

Motion: Approve Financial Reports ALL APPROVED

Communications:

Motion to approve Membership for Michigan Historical Society - \$35
 Motion by Rae
 2nd, Debbie
 ALL APPROVED

LIBRARY LIAISON REPORT

Betty Lang

Upcoming Conferences/Programs
 Library's re-opening status:
 Room opens in September, our Sept. 15th meeting will be in that room
 History room Office Hours: 6-8pm on Monday Sept. 20th Kim and Debbie will be there

Members can make an appointment with Betty in August to get reacclimated with the room

Betty Requesting \$ for Archival materials: Archival boxes, preservation material for maps, up to \$200 for these materials



NOVI HISTORICAL COMMISSION
Wednesday, July 21 7pm
Novi Library

Motion: Permission to Betty to spend up to \$200 on archival materials
Motion by Kim, 2nd by Debbie Wrobel

Skip Tuck reached out about some historic newspapers. Kim will reach out to her.

DISCUSSION ITEMS

*** moving October meeting to Weds. Oct.13 &**

Motion to move the October meeting to Wed. Oct. 13th

ALL APPROVED

November and December mtg. conflicts with Library Board meetings

Kathy

Will discuss at a future meeting

*** Lakeshore Park History (Marilyn Combs)**

Kim & Kathy

On July 20th Kim and Kathy did the Oral History Interview with Marilyn Combs who has long connections with Novi. Her father was a police officer, a Justice of the Peace and a manager at the campsite at Dodge Park (Now Lakeshore Park)

Discussion about how to archive the oral history and the Video

Discussion about developing a Presentation about the

*** Photographer...mapping graves**

Developing an Archive of the Historic Cemeteries

*** David Barr program letter to libraries**

Letters went out to Local Libraries

Kelly sent them to Livonia x 2, Plymouth, Canton, Northville, S. Lyon x 2, Wixom, Farmington x 2, and West Bloomfield.

APPROVED the David Barr Flyer

*** Rules and Procedure booklet updates**

Kim has updated the booklet for recurring Events

BACK BURNER PROJECTS

Storage Unit

David Barr Power Point

Tributes/gifts for outgoing Commissioners

Debbie will look into it

Walled Lake Amusement Park Power Point

No Updates

Novi Rd. Cemetery Sign- Removal

New Sign Discussion

Memorial sign options

Kim talking with City



NOVI HISTORICAL COMMISSION
Wednesday, July 21 7pm
Novi Library

Historical sites brochure
No Updates
Novi Rd. Cemetery improvements
No Updates

HISTORICAL COMMISSION PROGRAMS Rae

Dates:

Sept.22 (Yankee Air Museum),

Oct. 27, (Villa Barr)

Jan. 26, (Civil War-What Soldiers Ate)

Feb. 23, (Antislavery/Underground Railroad)

March 30, (Michigan Women Who Make a Difference)

April 27, Walled Lake Amusement Park)

May 25 (The Chautauqua Movement: It's Origins, Impact and Presence in Michigan)

If you have any ideas for programs, please get suggestions to Rae

- Payment Request form/Paperwork
- \$100 for Jan. 26th Event
- \$100 for Sept. 22nd Event
- \$200 for Feb. 23 Event
- \$150 for March 30 Event
- \$200 for May 25th Event
- **Total: \$750**

DISPLAY CABINET DOWNSTAIRS

Kim & Sue

NEW BUSINESS/Other Business –

WEBSITE UPDATES : Facebook link/Instagram

PUBLIC COMMENT: None

NOTE: Next MEETING: Wednesday, August 18, West Meeting Room 1st Floor

Adjourn: 8:40pm



NOVI HISTORICAL COMMISSION
Wednesday, September 15, 7pm
Novi Library

Call to Order...IN PERSON ...Novi History Room.

Introductions of guests

Approval of Agenda

Approval of Minutes- August 2021

Treasurer's report –Kim (Approval of expenses)

Communications

LIBRARY LIAISON REPORT

Betty Lang

History Room volunteers: Mon. Sept. 20, (6-8 pm) Debbie & Kim

Monday, Oct. 4 (12-2) Kim & Debbie Monday, Oct. 18, (6-8) Rae & Kelly

DISCUSSION ITEMS

*** Grand River Ave From Detroit to Lake Michigan (Gail Offen & Jon Milan)**

*** Photographer...mapping graves**

Dan

(Abigail Rose PhotographyLLC@gmail.com...\$550)

*** Skip Tuck meeting**

Kim/Debbie

*** Tributes/gifts for outgoing Commissioners**

Debbie

*** Walled Lake Rotary Meeting 8/31Lakeshore Park History (Marilyn Combs)**

*** Tollgate Christmas lights December 16-20 Set up- Sat. Dec. 11 take down- 12/21**

*** Veterans Wreaths**

*** 9/11 interviews...see Novi First Responders**

*** Rules and Procedure booklet updates**

- * Villa Barr Program volunteers, Weds. October 27
- * December meeting...Weds. Dec. 15 is same night as Library Board

BACK BURNER PROJECTS

- Veterans Memorial
- Storage Unit
- Walled Lake Amusement Park
- Novi Rd. Cemetery Sign- Removal
- Memorial sign options
- Historical sites brochure
- Novi Rd. Cemetery improvements

HISTORICAL COMMISSION PROGRAMS...

Rae

See Flyer

If you have any ideas for programs, please get suggestions to Rae

DISPLAY CABINET DOWNSTAIRS

Kim & Sue

NEW BUSINESS/Other Business – NOTE: Friday, October 15 is City Volunteer Appreciation at

Links of Novi- 6:30

Annual election of officers

WEBSITE UPDATES : Facebook link/Instagram

PUBLIC COMMENT

NOTE: Next MEETING: Wednesday, October 13 (this date and the November 10 are two meeting dates that were moved up a week!)

Adjourn

NOVI HISTORICAL COMMISSION

2021-2022 SPEAKER SERIES

WEDNESDAY, SEPTEMBER 22, 7PM

THE YANKEE AIR MUSEUM

Join Barry Levine as he talks about the history of the Yankee Air Museum founded in 1981. Due to a fire in 2004, the museum closed. The museum reopened in 2010 and is ready for visitors! The Yankee Air Museum's exhibitions cover global conflicts from World War One to the present.

WEDNESDAY, JANUARY 26, 7PM

GRUBS UP! WHAT CIVIL WAR SOLDIERS ATE

The Armies worked hard to supply their men with sufficient rations. But, when it came to acquiring nourishment, troops often had to be inventive and crafty! Join Rob Stone, Michigan Reenactor, as he brings history to life!

WEDNESDAY, MARCH 30, 7PM

MICHIGAN WOMEN WHO MADE A DIFFERENCE

Join the MJHS as they tell some of the stories of influential Jewish women. Hear the voice of renowned soprano Emma Lazaroff Schaver and see the artwork of some other remarkable artists.

WEDNESDAY, MAY 25, 7PM

THE CHAUTAUQUA MOVEMENT

Join Historian Jim Craft as he explores this movement which led to public discussions about women's suffrage, child labor, and created space for education and trust building.

For fifty years, these events were a central part of American society.

WEDNESDAY, OCTOBER 27, 7PM

VILLA BARR

Join Kathy Crawford, Chair of the Novi Historical Commission, as she discusses the brilliance and lasting legacy of the local artist who had a global reach, artist and visionary, David Barr.

WEDNESDAY, FEBRUARY 23, 7PM

ANTISLAVERY AND THE UNDERGROUND RAILROAD IN MICHIGAN

Join Rochelle Danquah as she explores local Michigan connections to the abolitionist movement and the Underground Railroad.

WEDNESDAY, APRIL 27, 7PM

THE WALLED LAKE AMUSEMENT PARK

Join Kathy Crawford, Chair of the Novi Historical Commission, as she takes us on a journey back to when Pavilion Shore Park used to be an amusement park that drew thousands of people to the shores of Walled Lake. There were rollercoasters, slides, boat rides, casinos, and concert halls.

**REGISTER ONLINE
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PUBLIC LIBRARY

45255 W. TEN MILE RD. NOVI, MI





Telework Remote Work Policy

Telework Remote Work allows employees to work at home, on the road or in a satellite location for all or part of their workweek. The Novi Public Library ("NPL") considers telework remote work to be a viable, flexible work option when both the employee and the job are suited to such an arrangement. Telework Remote work may be appropriate for some employees and jobs but not for others. Telework Remote work is not an entitlement, and it in no way changes the terms and conditions of employment with NPL.

Employees will be advised of the opportunity or requirement to telecommute remote working by the Library Director. Preparations should be made by employees and managers well in advance to allow telework remote work. This includes appropriate equipment needs, such as hardware, software, phone and data lines. IT personnel will be available to review these equipment needs with employees and to provide support to employees in advance of emergency telework-remote work situations. The employee will comply with all Library rules, policies, practices and instructions that would apply if the employee were working at the Library.

To telework remote work, the employee and their manager must sign a Remote Work Telework Agreement, which must be approved by the Library Director before telework remote work can begin.

The employee must establish an appropriate work environment within their home for work purposes. The NPL will not be responsible for costs associated with the setup of the employee's home office, such as remodeling, furniture or lighting, nor for repairs or modifications to the home office space.

There are various types of jobs in the NPL organization. To ensure that employee performance will not suffer during the time of remote work, employees are encouraged to:

- Choose a quiet and distraction free working space
- Have an internet connection that is adequate for their job
- Dedicate their full attention to the job duties during working hours
- Adhere to all meal and rest break and attendance schedules agreed upon with their department manager in in compliance with state law
- Ensure their schedules overlap with those of their team members for as long as is necessary to complete their job duties effectively

The Library Director will determine the equipment needs for each employee on a case-by-case basis. Equipment supplied by the NPL is to be used for business purposes only.

Consistent with the NPL's expectations of information security for employees working at the NPL, ~~teleworking~~ **remote working** employees will be expected to ensure the protection of confidential library and patron information accessible from their home office.

Employees should not assume any specified period of time for emergency ~~telework~~ **remote work** arrangements, and the NPL ~~may~~ **can** require employees to return to regular, in-person work at any time.

Adopted **September 23, 2021**

Signed:

President
Novi Public Library



Remote Work Agreement

Employee Information

Name: _____ Hire date: _____

Job title: _____

Employment status: Exempt Nonexempt

This ~~telework~~ remote work agreement will begin and end on the following dates:

Start date: _____ End date: _____

Work location: _____

Employee schedule: _____

The employee agrees to the following conditions:

The employee will remain accessible and productive during scheduled work hours.

Nonexempt employees will record all hours worked and meal periods taken in accordance with regular timekeeping practices.

Nonexempt employees will obtain Library Director approval prior to working any overtime hours.

The employee will report to the library as necessary upon directive from the Library Director.

The employee will communicate regularly with his or her **manager**/supervisor, the Library Director, and co-workers, which includes a weekly written report of activities.

The employee will comply with all Library rules, policies, practices and instructions that would apply if the employee were working at the library.

The employee will maintain satisfactory performance standards.

The employee will make arrangements for regular dependent care and understands that ~~teleworking~~ **remote working** is not a substitute for dependent care. In pandemic circumstances, exceptions may be made for employees with caregiving responsibilities.

The employee will maintain a safe and secure work environment at all times. The employee will allow the Library Director or delegate to have access to the ~~telecommuting~~ **remote working** location for purposes of assessing safety and security, upon reasonable notice. The employee will report work-related injuries to the Library Director as soon as practicable.

The Library will provide the following equipment: _____

The employee will provide the following equipment: _____

The employee agrees that the Library's equipment will not be used by anyone other than the employee and only for business-related work. The employee will not make any changes to security or administrative settings on the Library's equipment. All tools and resources provided by the Library shall remain the property of the Library at all times.

The employee agrees to protect Library equipment and resources from theft or damage and to report theft or damage to the Library Director immediately.

The employee agrees to comply with the Library's policies and expectations regarding information security. The employee will be expected to ensure the protection of confidential library and patron information accessible from their home offices.

The employee understands that all terms and conditions of employment with the Library remain unchanged, except those specifically addressed in this agreement.

The employee understands that Library Board or Library Director retains the right to modify this agreement for any reason at any time.

The employee agrees to return Library equipment and documents within five days of termination of employment.

Employee signature: _____ Date: _____

Supervisor signature: _____ Date: _____

APPROVED:

Library Director Signature: _____ Date: _____

New Policy – 2nd Draft



NOVI PUBLIC LIBRARY

RECORD RETENTION POLICY

In compliance with Michigan law, the Novi Public Library shall manage and dispose of its records pursuant to the record retention policy applicable to libraries that had been approved by the Michigan Department of History, Arts and Libraries and the State of Michigan Records Management Services and the State Administrative Board, General Schedule #17 (GS#17). In addition, General Schedule #1 (GS#1) may be used to define non-record materials. The Library Director or **his or her** designee shall be responsible for the proper storage, retention, and disposal of records in accordance with this Record Retention Policy.

Adopted **September 23, 2021**

Signed:

President
Novi Public Library



Guest Behavior Policy

This policy protects the right of the public to orderly, peacefully and productively have access to the Library facilities, grounds, services and resources; to ensure the safety of guests and staff; to protect the Library's contents, building and grounds; and to fulfill its mission to provide the resources and programs to support the educational, cultural, informational and recreational needs of its diverse community. Failure to conform to the Guest Behavior Policy may result in a suspension of Library use.

For the purposes of this policy:

- Harassment is defined as behavior that demeans, humiliates or embarrasses a person, and it is characteristically identified by its unlikelihood in terms of social and moral reasonableness. In the legal sense, these are behaviors that appear to be disturbing, upsetting or threatening. They evolve from discriminatory grounds, and have an effect of nullifying or impairing a person from benefiting their rights.
- Bullying is defined as the use of force, threat, or coercion to abuse, intimidate or aggressively dominate others. The behavior is often repeated and habitual. One essential prerequisite is the perception, by the bully or by others, of an imbalance of social or physical power, which distinguishes bullying from conflict. Behaviors used to assert such domination can include verbal harassment or threat, physical assault or coercion, and such acts may be directed repeatedly towards particular targets. Rationalizations of such behavior sometimes include differences of social class, race, religion, gender, sexual orientation, appearance, behavior, body language, personality, reputation, lineage, strength, size or ability. If bullying is done by a group, it is called mobbing.

The following guidelines and rules shall apply to the interior and exterior and all grounds controlled and operated by the Library and to all persons entering in or on the premises, unless otherwise specified.

1. Engaging in Proper Library Activities: Guests shall be engaged in activities associated with the use of the Library while in the building or on Library property. Guests not engaged in reading, studying, writing, participating in scheduled Library programs, or using Library materials or facilities as intended for civic, educational or cultural purposes will be required to leave the building and cannot remain on Library property. This includes sleeping on Library furniture or floors.
2. Respecting the Rights of Others: Guests shall respect the rights of other guests and staff. Guests may not stare, stalk, harass, bully, threaten, photograph, record or behave in a manner that:
 - a. Can be reasonably expected to disturb guests or staff while at the Library;

- b. Interferes with any guest's use of the Library or the ability of the staff person to do their job;
 - c. Would create or may result in a hostile work environment for Library staff; and/or
 - d. Violates federal, state or local law, ordinance or regulation (including but not limited to assault, indecent exposure, and larceny, removing library materials from the property without authorization through the approved lending procedures, vandalism or copyright infringement).
3. Verbal Harassment: Abusive or threatening language or writing that expresses prejudice, intends to vilify, humiliate or incite hatred against a group or a class of persons on the basis of race, religion, skin color, sexual identity, gender identity, ethnicity, disability or national origin will not be tolerated.
 4. Weapons: Carrying guns, pistols or other weapons, except as specifically allowed and exempt from local regulation by law, is forbidden.
 5. Sexual Activity: Engaging in any sexual contact, activities or conduct is not allowed.
 6. Alcohol and Drugs: Guests cannot possess, consume, sell, distribute or be under the influence of alcohol, marijuana or illegal drugs on Library property.
 - a. Alcohol may be allowed at certain Library-sponsored events if specifically approved by the Library Director.
 7. Smoking, Tobacco or Marijuana Use: **The Library is smoke free.** Smoking, using e-cigarettes, vaping (**or electronic nicotine delivery systems**), chewing tobacco or otherwise using tobacco products is not allowed within 100 feet of Library entrances (**City of Novi ordinance, Article V, Section 22-101 (d)**) and within the Library Building. Using, smoking or possessing marijuana on Library property is not allowed. **Violators will be asked to leave the premises.** (~~See Policy P12~~).

No use of separate Smoking Policy if incorporated into the Guest Behavior Policy

8. Interference with Staff: Guests cannot interfere with staff's performance of duties in the Library. This includes engaging in conversation or behavior that monopolizes or forces the attention of staff for an inappropriate period of time, inappropriate personal comments, sexual advances or physical and/or verbal harassment.
9. Identification: Guests must provide identification to Library staff when requested.
10. Loud Noise: Producing or allowing any loud, unreasonable, or disturbing noises that interfere with other guests' use of the Library or which can be reasonably expected to disturb other guests or have the intent of annoying other guests, including yelling, cheering, talking (with others) or noises from electronic, entertainment and communication devices, such as cell phones, tablets, headphones and radio is not allowed. Guests may use headphones or earbuds but at a volume that cannot be heard by other Library guests or staff.

Caregivers may read aloud to children in the Youth Area, provided that they are reading in a voice that would not reasonably disturb others.

11. Phone Usage: Quiet conversations utilizing phones or other electronic devices are allowed. Phone usage is not allowed in the Quiet Study Room. Staff have the right to request a guest move to another location to complete their phone conversation. Guests are expected to end phone conversations before approaching a Library service desk.
12. Library's Phone System: Guests are not allowed to use the Library's phone system. Staff may not make calls for guests except in case of an accident, emergency or child needing to contact a parent, guardian or caregiver.
 - a. In the event that a child reports suspicious activity or staff notice suspicious activity involving a child, that child can request to contact a parent, guardian or caregiver or, if staff deems appropriate, the police.
13. Open Flame: Lighters, candles, matches, and other flammable devices are not allowed and cannot be used inside the Library.
14. Parking or Standing: Vehicles are not allowed to park or stand at the main entrance or in the drive-up window lane. Parking is not allowed in fire lanes.
15. Congregating: Guests cannot congregate in public areas in large groups (more than 4 people).
16. School Groups and Tours: School groups and tours must be approved in advance through Administration. A teacher or other appropriate staff is required to be present to ensure students use the Library in conformance with these rules.
17. Blocking Access: Blocking aisles, doors or entrances with personal items or leaving such items unattended at the Library at any time is not allowed.
18. Personal Property: Personal items brought into the Library are subject to the following:
 - a. One carry-on item (backpack or briefcase) can be carried into the Library. The Library does not allow large items such as suitcases, large sports equipment bags/duffle bags or large plastic garbage bags. Items must be small enough to fit under a chair at the Library and cannot block doors, entrances or aisles.
 - b. The Library is not responsible for personal belongings left unattended and Library staff will not guard or watch personal belongings (unless the guest is utilizing a restroom).
 - c. The Library does not provide storage for personal property.
 - d. Personal items may not take up seating or space if needed for use by other guests.
 - e. Items may be removed from the Library if they reasonably appear to be abandoned or have been left unattended for 30 minutes or more.
19. Staff Areas: Guests are not allowed in any areas designated as "staff only" without prior authorization.
20. Announcements: Public announcements will not be allowed by library guests.
21. Seating: In the interest of safety, only one (1) guest per chair and one (1) guest per computer is allowed.

22. Photography and Recording: Photography and recording of Library facilities and programs must be approved in advance by Administration. Photography and recording of Library staff or guests without their knowledge and consent is not allowed. This paragraph does not apply to photography or recordings made at meetings that are open to the public pursuant to the Open Meetings Act (see Policy P17). Unattended children may not have their pictures taken.

a. Guests are subject to photo or video surveillance.

23. Care of Library Property: Guests must not deface, vandalize, damage or improperly use or improperly remove Library materials, equipment or furniture from the Library building or the grounds. Copyright infringement and stealing of library material is not allowed. Guests shall not load or install any programs or software on Library computers. Guests shall not cause damage by returning books containing bedbugs or bringing bedbugs into the Library. Climbing on tables, shelving or other library furnishings is not allowed. Guests will be responsible to reimburse the Library for costs incurred by the Library for violating this provision.

24. Recreational Equipment and Personal Transport Devices: Use of skateboards, rollerblades, roller skates or other wheeled forms of recreational equipment is not allowed in the Library or on Library property. Library guests must park bicycles or other recreational vehicles in designated areas.

25. Mobility Devices: Wheelchairs, scooters and other power driven mobility devices are allowed by those individuals with disabilities in accordance with Library rules, unless a particular type of device cannot be accommodated because of legitimate safety requirements.

26. Guest Use of Youth Area and Computers: The Youth area of the Library is intended for use by children and the parent, guardian or caregiver who accompanies them. Computers located in the Youth area are for children and adults who are accompanying a child. Adults who are not accompanied by a child may browse the collection but may not remain or be seated in the Youth area. In the interests of protecting children, any guest may be asked to leave the area if they are not using the Youth area for its intended purpose.

27. Unattended Children Policy: Parents, guardians or caregivers of children must comply with the Unattended Children Policy (see Policy P13).

28. Café Usage: The café seating area is reserved for café customers only. No outside food (delivery or carry-out) is allowed in the café area.

29. Food and Drink: Food and drink purchased at the library café is allowed in designated areas of the Library. No outside food (delivery or carry-out) is allowed in the Library. Meeting room and patio rentals (1st floor: East and West Meeting Room, Youth Activity Room and 2nd floor: Board Room, Small Meeting Room) are allowed outside food/catering. Re-sealable containers for liquids are required. Guests are expected to use care when eating or drinking. Guests are expected to pick up after themselves and properly dispose of waste.

30. Animals: Guests cannot bring pets or animals other than service animals or those required for library programming. Animals may not be left unattended on the Library grounds.

31. Shirts, Shoes and Masks: Guests must wear shirts and shoes at all times in the Library building. Bathing suits are not allowed. Based on city, county or state regulations, masks worn over the nose and mouth may be required for health and safety purposes.

32. Odor: Offensive odor, including but not limited to body odor due to poor personal hygiene, overpowering perfume or cologne, or odors from items brought into the Library that causes a nuisance, is not allowed. (For example, if a guest's odor interferes with staff or other guests' use of the Library, the guest violates this Policy.)

33. Campaigning, Petitioning, Interviewing and Similar Activities: As a limited public forum, the Library reserves the right to regulate the time, place and manner for campaigning, petitioning, interviewing, survey-taking, pamphleteering, canvassing and soliciting on Library grounds as follows:

a. Campaigning, petitioning, interviewing, survey-taking, pamphleteering, canvassing and soliciting are not allowed inside the Library building.

b. Campaigning, petitioning, interviewing, survey-taking, pamphleteering, canvassing and soliciting outside the Library building but on Library property are subject to the following requirements:

1. Persons or groups are requested to sign in with a Manager on duty in advance.
2. Use of the Library property does not indicate the Library's opposition or endorsement of the candidate or issue that is subject to the petition, interview, campaign or discussion.
3. Locations for campaigning, petitioning, interviewing, survey-taking, pamphleteering, canvassing and soliciting outside of the Library building shall be limited to areas that are 100 feet from all entrances.
4. No person shall block ingress or egress from the Library building.
5. Times will be limited to operating hours of the Library.
6. Campaign material, literature or petitions may not be brought into the Library, posted at the Library or left on Library property.

34. Distributions and Postings: Distributing or posting printed material/literature on Library property not in accordance with Library policy is not allowed (see Policy P7).

35. Tables or Structures on Library Property: No person may use or set up a table, stand, display, sign or similar structure on Library property. This does not apply to Library sponsored or co-sponsored events.

36. Sales or Solicitation: Sales or solicitation of monetary donations is not allowed unless incidental to library programming and requires advance approval by the Library Director.

37. Restrooms: Misuse of restrooms, including laundering, sleeping, shaving, bathing, hair cutting/trimming, drug usage and sexual activity, is not allowed. Unless a parent or guardian is assisting a child or a guest is assisting a person with a disability, there must be only one person to a stall. Library materials are not allowed in the public restrooms.

38. Unauthorized Use: Guests must leave the building promptly at closing and may not be in the Library when it is not open to the public. Unattended children (under the age of 12) who are still at the Library at closing time will be turned over to the police as set forth in the Unattended Children Policy (see Policy P13).

39. Guest Privileges Denied: A guest whose privileges have been denied cannot enter the Library. Any guest whose privileges have been limited cannot use the Library in any manner that conflicts with those limits placed on the guest by the Library Director, Director's designee or the Library Board.

Disciplinary Process for Library Facilities

As stated more fully below for violations of the Policy, the Library Director or Director's designee may restrict access to the Library with immediate dismissal of the guest from the premises, by suspending the guest's access to the Library for a set period of time, or by denying access to specific services and/or program pursuant to this Policy. If necessary, the police may be called to intervene.

Incident Reports: Staff will complete an Incident Report Form for any violation of this Policy resulting in a verbal warning or a suspension of Library privileges. By the end of the day on which the incident occurred, an Incident Report shall be written and forwarded to the Library Director for logging and review. The report should include physical descriptions in addition to the name of the guest. A copy of the suspension of privileges letter should be attached, if applicable.

Violation of the Policy – Suspension of Privileges: Unless otherwise provided in this Policy, the Library shall handle violations as follows:

Initial Violation: Library guests observed violating this Policy will be asked to stop the violation with a verbal request. If the guest does not comply, the guest will be asked to leave the building for the day. If the guest refuses, the police will be called.

Subsequent Violations: The Director or Director's designee may further limit or suspend the guest's Library privileges if infractions continue. Such limitation or revocation shall be in writing specifying the nature of the violation. Subsequent violations of the same rule shall result in additional suspensions of increasing length.

Violations that Affect Safety and Security: Violations involving verbal abuse, violence, threatening behaviors, sexual harassment, vandalism, drug sale or use or attempted drug sale or use, intoxication, theft or attempted theft, physical harassment, sexual misconduct or any behavior that threatens the safety and security of staff and/or guests shall be handled as follows:

Initial Violation: The police will be called immediately. If the conduct constitutes a violation of local, state or federal law, arrest or criminal prosecution may ensue. Violations of this nature will result in an immediate minimum two-week suspension of Library privileges in order to give the Library sufficient time to investigate the incident. After the investigation is completed, the Director or Director's designee may add additional time to the initial limitation or suspension period.

Subsequent Violations: The police will be called immediately. If the conduct constitutes a violation of local, state or federal law, arrest or criminal prosecution may ensue. The Director or Director's designee may further limit or suspend the guest's Library privileges in escalating responses, which will be documented in writing. Subsequent violations of the same rule will result in additional suspensions of increasing length.

Reinstatement: The guest whose privileges have been limited or suspended shall attend a meeting with the Director or Director's designee to review the Guest Behavior Policy (P11) before their privileges may be reinstated.

Right of Appeal

Guests may appeal a decision to limit or suspend privileges by sending a written appeal to the Library Board within ten (10) business days of the date the privileges were suspended or limited. The appeal should be sent to the President of the Library Board. The decision of the Library Board is final.

Adopted as Rules of Conduct Policy June 17, 2009; Amended: May 15, 2010; August 15, 2012; July 17, 2013; June 22, 2017; June 27, 2019; Title Change and amended February 25, 2021; **September 23, 2021**

Signed:

President
Novi Public Library

Marketing Committee Meeting Minutes

Monday, September 13, 2021

Submitted by: Chair, Kat Dooley

Old Business

- GOAL SETTING - Finalize Committee Goals
 - o FIRST: Read box fundraiser during National Library Week
 - o SECOND: Bigger ongoing support to Friends of Novi Library
 - o THIRD - Marketing plan update
 - Kat can send Dana examples from my work.
- Review Donation opportunities sent by Dana
 - o Might take some time to review and see what the library has to offer in terms of donations.
 - o Committee trustees will review and give feedback.
 - o Finance is looking into endowments. This might watershed into EMF. Endowments will go into an ongoing basis, Naming rights usually come with a time period.
 - o Do we need to look at timelines when it comes to certain things that we have for fundraising like naming rights? Make it more flexible.
 - o IDEA from Julie: Corporation Invitation Day! Cultivate a list of who we want to invite to tour the library. Support literacy and innovation. Plan for something in the new year 2022. What do you want to do in 2022?
 - o 2nd brochure is for general donations and smaller donations more open to everyone.
- Staff Updates
 - o Dana - Patron Point - officially sent out two important library updates - Closure for in-service, Labor day closure
 - 55% open rate = 11k emails that were opened, 35% for the 2nd one.
 - o Welcome campaign is live for new card holders. Novi Resident and a SAS Guest (Stand Alone Services for Libraries - not in the consortium).
 - o Starting online card sign up is coming soon - starting that with Patron Point.

- o Do we have data from Peach Jar? - Design is limited and linking is limited. Forward the Peach Jar email to the Committee.
- o Julie - Julie is giving a presentation to the City Leadership team on 9/14. She will share her slides with the Committee.
- Upcoming events:
 - o Tuesday, September 14, Tour of SV Temple in Novi 6 - 7:30 PM - Kat is planning to attend (11 total) - RESCHEDULED to September 20th
 - o Tuesday, September 21, 8-10am: Fall Back to Business (with Novi Chamber & City of Novi), NPL Patio
 - o Wednesday, October 13 and Thursday, October 14: Michigan Library Association (MLA) Virtual Conference - Kat + 2 others signing up
 - o Wednesday, November 10, 11:30am-1:30pm: Veteran's Day Event, Novi Civic Center - staff is creating a veterans's day ornament in iCube for the event.
 - o Friday, December 3, 6-9pm, Saturday, December 4, 4-8pm and Sunday, December 5, 4-8pm: Fuerst Festive Nights (NPL Patio and Fuerst Park)
 - What craft are we going to do that evening for kids to work on? Hot chocolate with No.VI Coffee and Tea. Popcorn. Just on our patio.
 - o National Library Week 2022: April 3-9, 2022 (Read Box unveiling and kick-off to the fundraiser)

New Business

- Brian Bartlett attended Friends Meeting Wed 9/8 - interesting presentation from Shannon - International Librarian
- o Story box - both in Japanese and English
- o ADD - HOLIDAY SALE - Books and Crafts - Family of Four Snowman - looking for knitting and crocheting skills - First Weekend on November 6th and 7th.
- o October 13th - Friends Meeting - 2 PM at Library
- October meeting try for 6:15 pm Monday evening October 18th.

Email from: Ian Reed Twiss, Pastor, Holy Cross Episcopal Church

Date: 8/26/21

Dear Library Board, et al--

I'm writing to express my concern that Sreeny Cherukuri has been appointed head of the library board's Diversity, Equity, and Inclusion committee. I have nothing against Mr. Cherukuri personally, but I have seen his public facebook posts: "A New York minute and a Cotton Pickin' minute. What is the conversion?" "Update: Ellen Likes Bush!" etc. To me, these posts stray beyond political opinion into disrespect for marginalized groups. They are hurtful and insensitive. (A "Cotton Pickin' minute"? Really?)

While Mr. Cherukuri is certainly welcome to express his personal opinions, to my mind, making him HEAD of DEI sends the message that the board, in fact, has little intention of advancing the cause for which this committee is named. And yet now more than ever we need to be building institutions that welcome and reflect ALL members of our community.

Please rectify this error. Place Mr. Cherukuri on committees for which his gifts qualify him, and likewise make someone with a demonstrated commitment to respect and inclusion the chair of this one.

Sincerely,

The Rev. Ian Reed Twiss—

Email from: Sharon Trumpy

Date: 8/27/21

Dear President Crawford,

Thank you for your response. I am happy to hear you affirm your commitment to DEI and your assurance that you will not tolerate racism. I hope that you will not tolerate any bigotry on your board, especially on the committee whose charge it is to advance diversity, equity and inclusion in our public library.

As you were unable to attend last night's board meeting, I want to share my public comment from last night.

"Although Trustee Cherukuri and some of our elected officials seem to find his social media posts amusing, I do not. This is not a case of Mr. Cherukuri making a post or two which were misunderstood. He clearly finds it humorous to make posts that are racist, sexist, homophobic and transphobic. From Mr. Cherukuri's response to Ms. Hinman (see library packet 8/26/21 pg. 136 <https://www.novilibrary.org/.../library-board/meetings/2021>), Mr. Cherukuri seems focused on one particular post which featured Ellen DeGeneres' disembodied head and the headline ELLEN LIKES BUSH! with no link to an article but Mr. Cherukuri's comment "Best headline ever!" Even if I were to accept Mr. Cherukuri's explanation for this post, there are numerous other posts that suggest that he is not committed to diversity, equity and inclusion and should not be chairing that committee. If Mayor Gatt supports this trustee's appointment and President Crawford continues to support Mr. Cherukuri's appointment to the DEI chair, I presume that means that they both are comfortable Mr. Cherukuri's posts and comments which include a repost that refers to Stormy Daniels and reads, "I hope she didn't swallow the evidence." Or the comment in which Mr. Cherukuri calls Vice President Kamala Harris a "skank." If you did not go to high school in the 1990's and are not familiar with this term, Mr. Cherukuri called our vice president a dirty slut. I can think of only one term that I would find more offensive when referring to a woman and I find this sort of talk demeaning whether you are referring to a porn star or an elected official. Mr. Cherukuri's juvenile humor is not confined to insulting women, he is happy to post about Elliot Page, a transgender actor, while asking, "Are there two closets? If one closet inside the other closet? Do you come out of the closet twice?" A man who thinks the painful and potentially dangerous process of sharing one's gender identity or sexual orientation publicly is funny has no business chairing a committee that is supposed to ensure that all our community members are welcome and safe at the public library.

I fully support the 1st amendment and Mr. Cherukuri's right to say things that I find repugnant. This does not mean that Mr. Cherukuri is exempt from public scrutiny as a public official. Nor does it mean that his words do not reflect on this board, on the library, and on Mayor Gatt's commitment to diversity, equity and inclusion."

So I ask you directly President Crawford. Do you support a DEI chair who refers to women as skanks? Does that fit within your commitment to diversity, equity and inclusion? Will you tolerate that behavior? Or will you honor your commitment to the dignity that ALL in our community deserve from the library and its representatives?

Sharon Trumpy

Date: 9/9/21

Email from: Novi Northville Racial Awareness, Accountability and Action

To Mayor Gatt, Library Board President Crawford and Library Board Trustees:

Below is the text of a Change.Org petition calling for the removal of Sreeny Cherukuri as the Novi Library Board DEI chair. Attached you will find excel spreadsheets containing signatures of 267 concerned community members, as well as a second spreadsheet with the comments of those who signed the petition. Novi/Northville Racial Awareness, Accountability and Action (NNRAAA) representatives have been attending library board meetings since July 2020 to advocate for the needs of our diverse community, including library guests, staff and board members. At the August 2021 Library Board meeting, public comments were made by NNRAAA members addressing the continued inaction on recognizing Juneteenth as a paid holiday, the cancellation of the Listening Session Response meeting, the lack of promised follow-up in the form of written responses to the Listening session, and the lack of response to community emails regarding Mr. Cherukuri's inappropriate social media content. Mr. Cherukuri responded to only one community member, who he disparaged and accused of misrepresenting the intention of one of his posts. This in no way excuses his many other offensive posts, including a comment in which he refers to VP Harris as a "skank." At the August board meeting, NNRAAA was also deeply concerned to hear Trustee Michener's formal complaint against Mr. Cherukuri, alleging verbal abuse against her at a recent DEI committee meeting. We hope that President Crawford, the Library Board Trustees and Mayor Gatt will take seriously the concerns of the community in regards to Mr. Cherukuri.

Thank you,

Novi Northville Racial Awareness, Accountability and Action

Demand the removal of Sreeny Cherukuri as Novi Library DEI Chair

[Change.org/NoviLibraryBoard](https://change.org/NoviLibraryBoard)

Novi mayor Bob Gatt appointed Sreenivas Cherukuri to the Novi Library Board in February 2021, along with appointees Kathy Crawford and Katherine Dooley. Mr. Cherukuri serves as the chair of the library board's Diversity, Equity and Inclusion committee. Mr. Cherukuri's public Facebook posts included racist, homophobic, transphobic and misogynistic content which make him unsuitable to lead the library's DEI efforts.

The Novi Library Board has been contentious since the formation of an Equity and Inclusion committee in July 2020. Trustee Michener, the only Black trustee, was appointed as chairperson and proposed a statement of commitment to the Novi community and to equity and inclusion, which received no support from the six other trustees. In the months to follow, tensions rose and tempers flared as Trustee Michener alleged mistreatment by her fellow board members. Public comment echoed these concerns, as well as dissatisfaction with repeated delays by the library board in approving a hate speech policy.

Gatt's appointments to the library board in 2021 only served to further divide the board. Kathy Crawford, the former Republican state representative, was elected president and promptly removed Trustee Michener as chair of the DEI committee, replacing her with Mr. Cherukuri. Perhaps best known for his failed bid to be the Republican nominee for State Representative in 2020 or his "Kavanaugh is Innocent" billboards (<https://www.metrotimes.com/news-hits/archives/2018/10/05/we-talked-to-the-guy-who-put-a-kavanaugh-is-innocent-billboard-in-detroit>) Trustee Cherukuri has not put forth a single motion as chair of the DEI. He has repeatedly opposed the DEI efforts of former chair Michener, a therapist, author and speaker with expertise in racialized trauma. Michener's motion to make Juneteenth a paid holiday was opposed by both Cherukuri and Crawford, as was a motion to approve a statement of acknowledgement of recent hate towards the Black and Asian communities.

Since Mr. Cherukuri's Facebook posts were exposed at the July 2021 library board meeting, he has removed or changed privacy settings on some of his content, yet many offensive posts remain public. Emails to Mayor Gatt have received no response. Novi Library Board President has responded to NNRAAA emails regarding Mr. Cherukuri with a brief reply stating, "The Novi Library volunteer board is dedicated to promoting diversity, equity and inclusion. I assure you that racism will not be tolerated." We, the undersigned, call for the immediate removal of Sreenivas Cherukuri as chair of the Novi Public Library Board's DEI committee and for Mayor Gatt to request his resignation from the Library Board of Trustees.

Name	City	State	Postal Code	Country	Signed On
Novi Northville Racial Awareness, Accountability and Action				US	8/4/2021
Kari LoPiccolo	Novi	MI	48375	US	8/4/2021
Betsy Beaudoin	Novi	MI	48375	US	8/4/2021
Audra Holdorf	Novi	MI	48374	US	8/4/2021
Jennifer Beck	Novi	MI	48374	US	8/4/2021
Sharon Trumpy	Novi	MI	48375	US	8/4/2021
Brettina Summers	Imlay City	MI	48444	US	8/4/2021
Sean BeaudOin	Novi	MI	48375	US	8/4/2021
Stacey Smith	Novi	MI	48374	US	8/4/2021
Lisa Halton	Livonia	MI	48375	US	8/5/2021
Swathi Sampath	Novi	MI	48374	US	8/5/2021
Diane Smith	Novi	MI	48377	US	8/5/2021
Sarah Stanley	Dearborn	MI	48124	US	8/5/2021
Ben Dolin	Dickinson	TX	77539	US	8/5/2021
beth hinman	novi	MI	48375	US	8/5/2021
Tisa Sherry	Novi	MI	48375	US	8/5/2021
Ella K	Farmington	MI	48331	US	8/5/2021
Mary Storch	Novi	MI	48375	US	8/5/2021
Reanna Lotrey	Royal Oak	MI	48073	US	8/5/2021
Cindy Zeitz	Novi	MI	48375	US	8/5/2021
Monifa Henry	Detroit	MI	48228	US	8/5/2021
Tom Dobberteen	Livonia	MI	48152	US	8/5/2021
Jessica Stevenson	Novi	MI	48375	US	8/5/2021
Richard Storch	Novi	MI	48375	US	8/5/2021
Maria Elkin	Novi	MI	48375	US	8/5/2021
Karen Schubert	Novi	MI	48375	US	8/5/2021
Melissa Morse	Novi	MI	48375	US	8/5/2021
Colleen Foster	Novi	MI	48375	US	8/5/2021
Sierra Holmes	Novi	MI	48375	US	8/5/2021
Sarah David	Sterling Heights	MI	48312	US	8/5/2021
Kelly Kasper	Novi	MI	48375	US	8/5/2021

Jessica Peck	Novi	MI	48374	US	8/5/2021
Robert Beltz	Warren	MI	48089	US	8/5/2021
David Trumpy	Novi	MI	48375	US	8/5/2021
Julie Argonis	Novi	MI	48375	US	8/5/2021
patricia lyman	Freeport	MI	49325	US	8/5/2021
Michael McEvoy	Novi	MI	48377	US	8/5/2021
Michael Adkins	Detroit	MI	48228	US	8/5/2021
Khurramabbas Abbas	Novi	MI	48375	US	8/5/2021
Cheryl Nicole Knight	Redford Charter Township	MI	48239	US	8/5/2021
Adam Krupkin	Novi	MI	48375	US	8/5/2021
Colleen Crossey	Novi	MI	48374	US	8/5/2021
Jasmine Sovel-Charnesky	Wixom	MI	48393	US	8/5/2021
Atasi Bagchi	Novi	MI	48375	US	8/5/2021
Anand Gandhi	West Bloomfield	MI	48322	US	8/5/2021
Shuvra Das	Canton	MI	48188	US	8/5/2021
Sharon Sonnenberg	Novi	MI	49735	US	8/5/2021
Katherine Sonnenberg	Novi	MI	48375	US	8/5/2021
Sarah Yauk	Novi	MI	48375	US	8/5/2021
Rebecca Hall	Livonia	MI	48154	US	8/5/2021
Adam Ronning	Detroit	MI	48238	US	8/5/2021
Ajay Bedi	Novi	MI	48375	US	8/5/2021
Rachel Sines	Novi	MI	48377	US	8/5/2021
Victor Martinez	Novi	MI	48375	US	8/5/2021
Anam Shaikh	New Hudson	MI	48165	US	8/5/2021
Cynthia Belanger	Plymouth	MI	48170	US	8/5/2021
Jessica Glandon	Novi	MI	48375	US	8/5/2021
Ratna Rao	Novi	MI	48377	US	8/5/2021
Punita Dani	Novi	MI	48375	US	8/5/2021
Khurram Pirzada	Rochester Hills	MI	48307	US	8/5/2021
Naysha Varghese	Sterling Heights	MI	48314	US	8/5/2021
L Tury	Farmington Hills	MI	48331	US	8/5/2021
Ananda Sen	Ann Arbor	MI	48104	US	8/5/2021
Rahul Kshirsagar	Arnold	MO	63010	US	8/5/2021
Catherine Howe-Leung	Novi	MI	48375	US	8/5/2021
Madhavi Arora	Ann Arbor	MI	48103	US	8/5/2021
Mary Kroeger	Canton	MI	48187	US	8/5/2021
Kaitlyn Dobberteen	Novi	MI	48377	US	8/5/2021
Marian Mahoney	Novi	MI	48374	US	8/5/2021
Kaushik Pal	Canton	MI	48188	US	8/5/2021
Brittany Pinnock	Novi	MI	48167	US	8/5/2021
Roompa B	N	MI	48375	US	8/5/2021
Sondra Phung	Novi	MI	48374	US	8/5/2021
Jody Kirklín	Novi	MI	48375	US	8/5/2021
Mira parikh	Auburn Hills	MI	48326	US	8/5/2021
Vidhi Bamzai	Jackson	MS	39211	US	8/5/2021
Kaitlyn West	Livonia	MI	48150	US	8/5/2021

Shray Roychoudhury	Canton	MI	48187	US	8/5/2021
Marci Abel	Farmington	MI	48336	US	8/5/2021
Sonia Mishra	Canton	MI	48187	US	8/5/2021
Elizabeth Jones	Northville	MI	48168	US	8/5/2021
Ferheen Bhatti	Novi	MI	48375	US	8/5/2021
Caitlin Waters	Royal Oak	MI	48067	US	8/5/2021
Adam Kaluba	Burleson	TX	76028	US	8/5/2021
AMY KRUPKIN	Novi	MI	48375	US	8/5/2021
Delisha Upshaw	Livonia	MI	48152	US	8/5/2021
Sarah Wood	Livonia	MI	48150	US	8/5/2021
Debbie Yates	Livonia	MI	48154	US	8/5/2021
Yvonne Baptist	Novi	MI	48374	US	8/5/2021
Shivani K	Novi	MI	48374	US	8/5/2021
Tiffany McFadden	Walled Lake	MI	48390	US	8/5/2021
Mark Alafita	Novi	MI	48375	US	8/5/2021
Susan Steele	Livonia	MI	48154	US	8/5/2021
Judy Puhl	Livonia	MI	48154	US	8/5/2021
Regina Sharma	Detroit	MI	48202	US	8/5/2021
Chelsea Coulson	Westland	MI	48185	US	8/5/2021
Lori Shuk	Livonia	MI	48154	US	8/5/2021
Rebecca H	Irving	TX	75061	US	8/5/2021
Betsy Calhoun	Livonia	MI	48154	US	8/5/2021
Timothy Gay	Reno	NV	89523	US	8/5/2021
Darrell Smith	Livonia	MI	48150	US	8/5/2021
Christina Richardson	Detroit	MI	48228	US	8/5/2021
Staci Belanger	Livonia	MI	48154	US	8/5/2021
Andrew Phillips	Chicago	IL	60640	US	8/5/2021
Andrea Tobis	Novi	MI	48375	US	8/5/2021
Mousumi Sarkar	Novi	MI	48375	US	8/5/2021
Snigdha Ray	Plymouth	MI	48167	US	8/5/2021
Gerard Sherry	Novi	MI	48375	US	8/5/2021
Anup Ray	Novi	MI	48375	US	8/5/2021
Ann Kowalczyk	Novi	MI	48375	US	8/5/2021
Tonya Melton	Livonia	MI	48154	US	8/5/2021
Caitlain Theakston	Northville	MI	48168	US	8/5/2021
Hirak Chanda	Troy	MI	48084	US	8/6/2021
Sarah Street	Farmington	MI	48335	US	8/6/2021
Reshmi Saha	Novi	MI	48374	US	8/6/2021
Peter Dale	Livonia	MI	48150	US	8/6/2021
Amanda Kopp	Livonia	MI	48150	US	8/6/2021
Emily Sargent	Livonia		48154	US	8/6/2021
Gina Gage	Livonia	MI	48152	US	8/6/2021
Neda Mohtadi	Novi		48375	US	8/6/2021
Christine Peterson	Livonia	MI	48154	US	8/6/2021
Deepali Kozarekar	Novi	MI	48374	US	8/6/2021
Amanda Robert	Milford	MI	48381	US	8/6/2021

Andrea Logan	Westland	MI	48185	US	8/6/2021
Serena Sherry	Novi	MI	48375	US	8/6/2021
Sara Gwizdz	Garden City	MI	48135	US	8/6/2021
Virginia Licklitter	Trenton	MI	48183	US	8/6/2021
Lauren Gothro	Livonia	MI	48154	US	8/6/2021
Kevin Camilleri	Livonia	MI	48152	US	8/6/2021
Arimita Bhadra	Novi	MI	48374	US	8/6/2021
Jacob Watkins	Kingsport		37664	US	8/6/2021
Sridhar reddy	Hackensack		7601	US	8/6/2021
Mary Kolbicz	Livonia	MI	48154	US	8/6/2021
Akshay Bamzai	Royal Oak	MI	48067	US	8/6/2021
SIVARAMAN Sridar	Detroit	MI	48238	US	8/6/2021
Sara Russo	Livonia	MI	48154	US	8/6/2021
Louise Hackett	Novi	MI	48375	US	8/6/2021
Sarah Lephart	Novi	MI	48375	US	8/6/2021
Mary Rich	Novi	MI	48375	US	8/6/2021
Katie Hayes	Farmington	MI	48336	US	8/6/2021
Rajshree Thakore	Novi	MI	48375	US	8/6/2021
Debra Kade	Detroit	MI	48219	US	8/6/2021
Erika Alexander	Royal Oak	MI	48073	US	8/6/2021
Kimberly Roland	Novi	MI	48375	US	8/6/2021
Rem Ort	Alanta	GA	48089	US	8/6/2021
latika mangrulkar	Santa Rosa	CA	95409	US	8/6/2021
Mallikarjun Chitta	Novi	MI	48375	US	8/6/2021
Surya Prakash	Novi		48375	US	8/6/2021
Linda Tomala	Livonia	MI	48152	US	8/6/2021
Kasey Hadd	owosso	MI	48867	US	8/6/2021
Kamini Kulkarni	Novi	MI	48375	US	8/6/2021
Susan Girbach	Novi	MI	48374	US	8/6/2021
Kelly Keith	Livonia	MI	48154	US	8/6/2021
joel greene	Detroit	MI	48223	US	8/6/2021
Mukthesh Nandigama	Novi	MI	48334	US	8/6/2021
Caitlin Johnson	Livonia	MI	48154	US	8/6/2021
Janae Hudson	Detroit	MI	48221	US	8/6/2021
Linda Brewin	Novi	MI	48375	US	8/6/2021
Kara Caid	Novi	MI	48374	US	8/6/2021
Mara Weber	Novi	MI	48374	US	8/6/2021
Wendy Kitzman	Novi	MI	48375	US	8/6/2021
Shamma siddiqi	Northville	MI	48167	US	8/6/2021
Julie Bussell	Novi	MI	48375	US	8/6/2021
Hilary Smith	Livonia	MI	48150	US	8/6/2021
Julie Woelkers	Detroit	MI	48235	US	8/6/2021
Melissa Bristow	Farmington	MI	48336	US	8/6/2021
Pete Vandermeer	West Bloomfield	MI	48322	US	8/7/2021
Gail Bloom	Cincinnati	OH	45227	US	8/7/2021
Sam Bloom	Cincinnati	OH	45227	US	8/7/2021

Cameron Trumpy	Novi	MI	48375	US	8/7/2021
Megan Wright	Livonia	MI	48154	US	8/7/2021
Carolyn upton	Novi	MI	48377	US	8/7/2021
Roberta Murphy	Novi	MI	48375	US	8/7/2021
Amy Saari	Ferndale	MI	48220	US	8/7/2021
Valerie Przywara	Livonia	MI	48154	US	8/7/2021
Jennifer Fleming	Livonia	MI	48150	US	8/7/2021
LeAnne Peebles	West Bloomfield	MI	48322	US	8/7/2021
Narahari Kodali	Novi	MI	48375	US	8/7/2021
Rebecca Garth	Portage		49024	US	8/7/2021
Kelly Thompson	Novi	MI	48375	US	8/7/2021
Ruth Vanhoven	Coopersville		49404	US	8/7/2021
Carolyn Davis	Livonia	MI	48154	US	8/7/2021
Cynthia Churches	Novi	MI	48375	US	8/8/2021
Lakishea Hawthorne	Detroit	MI	48206	US	8/8/2021
Jeff Marcum	Manchester		40962	US	8/8/2021
Marilea Meder	Grand Blanc		48439	US	8/9/2021
Shalini Prasad-Heintz	Novi	MI	48374	US	8/9/2021
Jennifer Kalousek	Novi	MI	48375	US	8/9/2021
Joe Gilligan	Livonia	MI	48152	US	8/9/2021
Sharmila Persaud	New York	NY	13088	US	8/9/2021
Amy Viselli, RDN	Dewitt		48820	US	8/9/2021
Shannon Austin	Detroit	MI	48227	US	8/9/2021
jeypressethi manimaran	Farmington		48335	US	8/9/2021
Donna Robbins	Novi	MI	48336	US	8/9/2021
Barbara Kranitz	Farmington		48335	US	8/9/2021
Richard Phillips	Novi	MI	48375	US	8/9/2021
Mia Khalifa	dallas		75212	US	8/10/2021
Levi Schrag	Goessel		67053	US	8/10/2021
Addison Lowe	Detroit	MI	48235	US	8/10/2021
Ariana Martinez	E		34758	US	8/10/2021
Margaret Winter	Northville	MI	48168	US	8/10/2021
Stefanie Pohl	Saint Johns		48879	US	8/10/2021
Danielle Ware	Farmington	MI	48331	US	8/11/2021
MaryLou Cartwright	Trenton		48183	US	8/11/2021
Patti Harpenau	Novi	MI	48374	US	8/11/2021
Andy Bebber	Morganton		28655	US	8/11/2021
Wow Chile				US	8/11/2021
Lygia Galizia	Novi	MI	48375	US	8/11/2021
Aaron Martinez	Novi	MI	48377	US	8/11/2021
Laura Brown	Rochester Hills		48307	US	8/11/2021
Kelley Haynes	Walled Lake	MI	48390	US	8/11/2021
Melissa Barrett	Novi	MI	48374	US	8/12/2021
Chris Oshana	Novi	MI	48375	US	8/12/2021
Supriya Kelkar	Northville	MI	48168	US	8/13/2021
Hannah Mathers	Pontiac	MI	48340	US	8/13/2021

Laurah Bajorek	Novi	MI	48375	US	8/13/2021
Adrienne Haslam	Ferndale	MI	48220	US	8/13/2021
Tanya Jones	Alexandria	VA	22304	US	8/14/2021
Natalie Ryan-Gluth	Waterford	MI	48329	US	8/17/2021
Eve Pickman	Waterford	MI	48328	US	8/17/2021
Maria Taylor	Farmington	MI	48336	US	8/17/2021
David Mapley	Waterford	MI	48327	US	8/17/2021
Brenda Choi	Las Vegas	NV	89121	US	8/18/2021
Jane Pennington	Ann Arbor	MI	48105	US	8/18/2021
Iza Marrical	Ferndale	MI	40841	US	8/18/2021
Rebecca Justin	Novi	MI	48375	US	8/20/2021
Rebecca Hackett	Novi	MI	48375	US	8/24/2021
Ian Twiss				US	8/25/2021
Michael Shereda	Livonia	MI	48152	US	8/26/2021
Karen MacDonell	Northville	MI	48167	US	8/27/2021
Jenny Darrah	Farmington	MI	48335	US	8/27/2021
Bruce Turner	Novi	MI	48375	US	8/27/2021
Tierra Turner	Novi	MI	48375	US	8/27/2021
Devon Rich	Ann Arbor	MI	48104	US	8/27/2021
Avani Vinod	Grand Rapids	MI	49503	US	8/27/2021
Amy Berent	Novi	MI	48375	US	8/27/2021
Faith Simsick	Novi	MI	48374	US	8/27/2021
Kari Wiljanen-Weber	Novi	MI	48374	US	8/27/2021
Eddie Herron	Pontiac	MI	48342	US	8/27/2021
Patrick Hornung	Novi	MI	48377	US	8/27/2021
K Schrubba	Wixom	MI	48393-1175	US	8/27/2021
Kari LoPiccolo	Novi	MI	48374	US	8/28/2021
Regina Byers	Novi	MI	48375	US	8/30/2021
Susan Walters-Klenke	Southfield	MI	48076	US	8/30/2021
tiffany storm	Novi	MI		US	8/30/2021
Erin Patrick	Novi	MI	48375	US	8/30/2021
Alexander Weyer	novi	MI	48375	US	8/30/2021
Shannon Coward	Novi	MI	48375	US	8/30/2021
Megan Johnson	Novi	MI	48375	US	8/31/2021
Barbara Medeiros	Novi	MI	48374	US	8/31/2021
Venkatesh vadlamudi	Novi	MI	48375	US	8/31/2021
Venkata Ballim	Saint Paul	MN	55113	US	8/31/2021
Andrew Ginnis	Novi	MI	48375	US	8/31/2021
Richelle Schultz	Novi	MI	48374	US	8/31/2021
Michael Winstead	Hamilton	OH	45013	US	8/31/2021
Deepti Chowdhry	Northville	MI	48168	US	8/31/2021
Asha Vinod	Periingilippuram		689624	India	8/31/2021
Lisa Barton	Novi	MI	48375	US	8/31/2021
Alis Meece	Novi	MI	48374	US	8/31/2021
Sarah Burchart	Northville	MI	48167	US	8/31/2021
Michelle Burns	Livonia	MI	48374	US	8/31/2021

Kelli Kakish	Charlotte	NC	28202	US	9/1/2021
Wilbert Andrews	Bronx		10461	US	9/4/2021
Michelle Cass	Novi	MI	48375	US	9/6/2021
Kathleen Roderick	Novi	MI	48375	US	9/6/2021
Pamela Gibson	Novi	MI	48377	US	9/6/2021
Christina Clapham	Canton	MI	48187	US	9/6/2021

Name	City	State	Postal Code	Country	Commented Date	Comment
beth hinman	novi	MI	48375	US	8/5/2021	"A racist, misogynistic and unbalanced individual should not chair a committee pledged to equality and inclusion. Cherukuri's open racism is in direct violation of the Novi Library Board's anti-racism statement adopted last year."
Elizabeth Beaudoin	Novi	MI	48375	US	8/5/2021	"Aside from terrible social media posts he has gone out of his way to put up road blocks for the work of this committee"
David Trumpy	Novi	MI	48375	US	8/5/2021	"Dear Mayor Gatt, I know that you are very proud of the diversity in our community. While Mr. Cherukuri is a member of the Indian community in Novi, his long history of negative comments towards marginalized communities does not help us move forward. We can do better. Please find another member for the Library Board."
Shuvra Das	Canton	MI	48188	US	8/5/2021	"I am not a Novi resident but am aware of Mr. Cherukuri's habit of making derogatory posts on social media, having witnessed them first hand over a long period of time. Hi posts have been derogatory towards people of color, women and others. This person has no place on a DEI committee anywhere. Novi is a diverse community. It is important that the city's leadership behaves in a way that celebrates that diversity by taking meaningful and consequential actions."
Katherine Sonnenberg	Novi	MI	48375	US	8/5/2021	"As a life time Novi resident, I am appalled that someone like this could represent even the tiniest section of our cities government. Please get this man far away from any government position for the rest of his life. Any kind of intolerance has no place in Novi."
Ananda Sen	Ann Arbor/MI		48104	US	8/5/2021	"There is no place for racism in our society."
mary storch	novi	MI	48375	US	8/5/2021	"As a retired NPL librarian I'm tired of seeing people appointed to the library board who are there for political gain or to work their way onto the school board or city council. They have no interest, or background, in libraries. Library board members should be elected rather than appointed by the mayor."
Jasmine Sovel-Charnesky	Cave City		42127	US	8/5/2021	"Novi is better than this, he should not be representing any part of it."
Anup Ray	Novi	MI	48375	US	8/5/2021	"Anupriya Mukherjee"
Surya Prakash	Novi		48375	US	8/6/2021	"Cherukuri is an opportunist and has political ambitions. Not fit for this role"
Susan Girbath	Novi	MI	48374	US	8/6/2021	"I am signing this because I want all areas of my City and its government to be visibly active in efforts of inclusion, decency and kindness."
joel greene	Detroit	MI	48223	US	8/6/2021	"Yeah, he needs to go. His views are disgusting and he shouldn't be chair of ANY DEI efforts."
Wendy Kitzman	Novi	MI	48375	US	8/6/2021	"This man does not represent anything close to the United States of America that I gave an oath to serve and protect. He may be on the Library board now, but what will he try to run for next? Mayor Gatt, he doesn't represent Novi."
Julie Bussell	Novi	MI	48375	US	8/6/2021	"Obviously he has no business chairing a diversity and equity committee. Time to do better and be better Novi!"
Patti Hargenau	Novi	MI	48374	US	8/24/2021	"Mr. Cherukuri obviously does not actually support DEI principles at all. He needs to move along."
Ian Twiss				US	8/25/2021	"I don't know Mr. Cherukuri personally, but glibly offensive statements about other groups put out on social media ought to disqualify a person from heading up a DEI committee. Unless, of course, the aim is for said committee to accomplishing nothing positive..."
Tierra Turner	Novi	MI	48375	US	8/27/2021	"This guy was named chair of the Diversity committee and he clearly has no interest in diversity, inclusion or equity"
Jenny Darrah	Farmington/MI		48395	US	8/27/2021	"Someone who is in charge of a diversity & inclusion initiative should have a grasp on what diversity & inclusion actually entail and how deeply such initiatives (or their lack) can affect marginalized groups. Trustee Cherukuri either doesn't understand or doesn't care. Either way, he is harmful to the mission of the Novi Public Library."
K Schrubba	Wacom	MI	48399-1175	US	8/27/2021	"It is offensive to me that a public official can post so many anti-diversity and sexually offensive posts. His denigration of our Vice President is beyond what is ever considered appropriate for a public official. I am an active member of the Oakland County community, and through shared books, use the Novi library system. He is offensive, petty, and does not deserve this posting."
Kari LoPizzolo	Novi	MI	48374	US	8/28/2021	"The DEI committee should be run by individuals who wouldn't make offensive jokes against any minority groups--whether sexual or racial. Our DEI leaders should lead by example of how to support and empower such diversity."
Michelle Burns	Novi	MI	48374	US	8/31/2021	"Appointing a racist extremist to the Novi Library DEI Board??? The Novi mayor better get his crap together and remove this moron! This is not a good look for the City of Novi, especially when the city leaders tout their 'diversity'. At least act like you mean it, Mayor Bob Gatt!!"
Wendy Kitzman	Novi	MI	48375	US	9/1/2021	"Sreenivas Cherukuri does not stand for the values and diversity that Novi wants to represent. His racial, masogonistic comments are not only disgusting but threatening. He needs to be removed immediately."

Date: 9/14/21

Email by: Emily Brush, NPL Librarian

A student from the Novi Woods Gardeners brought by a bouquet and cards from his fellow students as a thank you for our wonderful Summer Reading Program!





Library Board Calendar

2021

January 1	Holiday—New Year's Day, Library Closed
January	Budget Planning Session TBD
January 28	Library Board Regular Meeting
February 25	Library Board Regular Meeting
March 1-31	National Reading Month
March 25	Library Board Regular Meeting
April 4	Holiday—Easter, Library Closed
April 5-9	National Library Week
April 10-17	Money Smart Week @ Library
April 22	Library Board Regular Meeting
May 9	Mother's Day, Library Closed
May 27	Library Board Regular Meeting
May 30	Library Closed
May 31	Holiday – Memorial Day, Library Closed
June	Summer Reading Begins
June 19	Juneteenth, Library Closed
June 20	Father's Day, Library Closed
June 24	Library Board Regular Meeting
June 24	Library Director Annual Review
July 3	Library Closed
July 4	Holiday – Independence Day, Library Closed
July 22	Library Board Regular Meeting
August 20	Staff In-Service, Library Closed
August 26	Library Board Regular Meeting
September 4	Library Closed
September 5	Library Closed
September 6	Holiday – Labor Day, Library Closed
September 23	Library Board Regular Meeting, Novi Library
October 22	Friends Booked for the Evening, 7-9 p.m. (CANCELLED)
October 28	Library Board Regular Meeting
November	Annual Library Report – City Council Meeting, TBD
November	Community Read, Library TBD, postponed until spring 2022
November 2	General Election Day
November 17	Library Board Regular Meeting (Wednesday)
November 24	Wednesday before Thanksgiving, Library Closes at 5 p.m.
November 25	Holiday – Thanksgiving, Library Closed
November 26	Library Closed
December 15	Library Board Regular Meeting (Wednesday)
December 15	Library Director – Mid-year Review
December 24	Holiday – Christmas Eve, Library Closed
December 25	Holiday – Christmas, Library Closed
December 26	Library Closed
December 31	Holiday – New Year's Eve, Library Closed

- Friends Board Meeting meets the second Wednesday of the month, 7 p.m. at the Library.
- Historical Commission meets the third Wednesday of the month, 7 p.m. at the Library.