1. **Call to Order**: Chairperson Robert Sochacki called the Regular Meeting to order at 7:35 p.m. following the Public Hearing on the Proposed 2012-2013 Library Operating Budget.

1.1 **Roll Call** - Present: Trustees Robert Sochacki, Jean Hansen, Mike DeFrancesco, Paul Snyder, Joe Corriveau and Jim Morché. Also present: Julie Herrin, Library Director; Anne Mannisto, Assistant Library Director; Carla Eggert, Administrative Assistant. Staff member Patricia Garavoglia was in the audience. Absent: Trustee Suzanne Miller.
1.2 **Approval of the Agenda**: **MOTION**: Jim Morché made a motion to accept the agenda. Paul Snyder seconded the motion. Motion passed.
1.3 **Approval of Regular Board Meeting Minutes of 7-26-12**: **MOTION**: Paul Snyder made a motion to approve the July 26, 2012 minutes as corrected. Jean Hansen seconded the motion. Motion passed.
1.4 **Citizens' Comments**: None.

2. **Correspondence**: None.

3. **Director's Report**

Statistics: Julie Herrin reported that circulation is up nearly 3% and eBook usage is up about 15%. Database usage is up 48% and the door count is also up 7%.
Youth Programming: The Summer Reading Program has ended. The Youth Summer Reading Program had 827 participants and 142 participants attended the Summer Reading Final Party.
Teen Services: The Teen Summer Reading Program had a record 209 participants, compared to 175 last year. There were five Teen Programs in August and 89 teens attended. The Drop-in Computer Tutoring on Saturday mornings that was staffed by the Teen Corps Volunteers this summer was successful, with 19 patrons taking advantage of the assistance. We would like to continue these Computer Tutoring sessions in the fall, as two of the volunteers have expressed an interest in continuing after the summer.
Adult Services Programming: The Adult Summer Reading Program had 222 participants. The Coney Dog Program had 80 attendees and the Foreign Film was attended by 65 patrons.
Staff: Julie attended a webinar entitled "Are Your Mental Models of a Library Holding You Back", and a webinar about getting decision makers into your library. Our new Serials Clerk, Lisa Bachman, has started as well as a new Computer Page, Sarah Milroy.
Collections and Services: Freegal, our new online service that allows patrons to download music MP3s for free, went live on August 9. Our other new online service, the homework help

site Brainfuse, will be available beginning September 1. We have received all of the digitized copies of the Northville Record back from the vendor and are now transferring them to our server. The project should be complete in time for the Victorian Festival.

Community Reads: Julie passed around a brochure about the new Community Reads book *Picking Cotton* by Jennifer Thompson-Cannino and Ronald Cotton. The book is about a man wrongly accused of a crime who is later found to be innocent. The book is co-written by the accused and the accuser who have subsequently become friends. Jennifer Thompson-Cannino will visit the Novi Public Library on November 14, 2012. We will have a program on the Innocence Project which helps those wrongly convicted of crimes on Oct. 10, 2012 and a book discussion on Oct. 22, 2012.

Volunteer Event: We had our volunteer appreciation evening, Just Desserts, this past Tuesday, August 21. Feedback from those attending was positive. We hosted 39 volunteers and their families for a total of about 70 attendees.

Newsletter: Julie reported that the Fall Newsletter will be out on September 1, 2012.

Open House Dates: Julie distributed the list of upcoming Open Houses at the area schools and asked the Trustees to sign up to attend one if possible.

4. **Friends Report**: Carol Oldenburg, President of the Friends, reported that the Friends have donated $39,546.40 to the Library so far this year. The largest portion of this was disbursed this past week to pay for the project to digitize the Northville Record microfilm. The Friends have received payments from Mission Based Books very slowly and communication has been difficult. The Friends will contact Mission Based Books to discuss these issues. The sales of the Gift Store are up and expenses down slightly. The store is purchasing a much needed new cash register. Membership in the Northville District Library Friends continues to grow, with 227 members currently. The Library had a table at the Farmers Market on July 12, where the Friends distributed used books from the Book Cellar free of charge. The Friends also received a donation and note of thanks from a patron who was appreciative of Book Cellar volunteers who came to her home to pick up her book donations. National Friends of the Library Week is October 21-27, 2012 and the Friends are developing an event to thank and celebrate their members. Finally, a Bylaws Committee has been formed to review the Northville District Library Friends bylaws which were last reviewed in 2009.

5. **Budget and Finance Review**

5.1 **Bills over $1,000 for approval**: Treasurer Jean Hansen presented the List of Bills over $1,000 for August 2012. **MOTION**: Jean Hansen made a motion for the approval of payment of the bills over $1,000. Paul Snyder seconded the motion. Motion passed.

5.2 **Financial Report**: Jean Hansen distributed the July 2012 financial report, noting that we

are 67% through our fiscal year. We have received the Penal Fines checks from Wayne and Oakland counties. The checks total $23,763 which is $3,763 over what was budgeted. The second State Aid payment of $7,731.56 was received from the State of Michigan. Jean explained that a portion of delinquent tax receipts are due to the Debt Services Fund from the Operating Fund where they were deposited. **MOTION**: Jean Hansen made a motion to transfer $10,382.95 from the Operating Fund to the Debt Service Fund; seconded by Paul Snyder. Motion passed. The Library needs to pay $32,000 to MERS (Municipal Employees Retirement System) for Retiree Health Care prefunding which is what was budgeted for the year. The library does not receive an invoice for this so it does not appear on the bills over $1,000 list.

MOTION

: Jean Hansen made a motion to pay MERS $32,000 for the Retiree Health Care prefunding; seconded by Mike DeFrancesco. Motion passed.

MOTION

: Jean Hansen made a motion to transfer $60,000 from the Operating Fund to the Reserve Fund for Facilities Preservation as budgeted for this fiscal year; seconded by Paul Snyder. Motion passed.

MOTION

: Jean Hansen made a motion to transfer $25,300 from the Debt Service Fund to US Bank for the October 2012 payment on the bonds; seconded by Jim Morché. Motion passed.

5.3 **2013 Budget**: Board Secretary Joe Corriveau read **Resolution 2012-05** certifying the tax levies for the Operating and Debt millage and approving the 2012-2013 Budget for the Northville District Library. Resolution 2012-05 passed by a unanimous roll call vote of the attending Trustees.

Committee Reports

6.1 **Development Committee**: Julie Herrin reported that letters were sent to the Northville Chamber of Commerce members asking for sponsors for the Books and Beyond fundraiser at Genitti's that will be held on Saturday, Oct. 13, 2012. We have received $2,000 in sponsorships so far. Jack Doheny Supplies donated $1,000 and is the top sponsor at this point. We also received $250 sponsorships from Kelly & Kelly, PC; Jim and Martha Nield; TDS Metrocom; and Town & Country Eyecare. The Halo Creative Group donated $100, The Center Stage Dance Company donated $50, and P.F. Changs China Bistro donated two $25 gift cards. The Committee is currently working on designing the invitations that are scheduled to go out on Sept. 6. The next Development Committee meeting is Tuesday, September 18, 2012 at 7:00p.m..

7. **Announcements and Comments**

7.1 **Confirm Meetings**:
The next Regular Board of Trustees Meeting will be on Thursday, Sept. 27, 2012, at 7:30 p.m. in the Carlo Meeting Room.
The next Finance Committee Meeting will be held on Tuesday, Sept. 25, 2012 at 10:00 a.m. in the Carlo Meeting Room.
The next Facilities Committee Meeting will be held on Monday, Sept. 24, 2012 at 7:00p.m. in the Carlo Meeting Room.

MOTION: Mike DeFrancesco motioned to adjourn the August Regular Board Meeting. Jim Morché seconded the motion. Motion passed. The Meeting was adjourned at 8:45 p.m.

Respectfully Submitted,

Joe Corriveau, Secretary
CE 08/27/12