

Agenda

Novi Public Library Board of Trustees--Regular Meeting
Wednesday, August 21, 2013
at 7:00 p.m.
City of Novi, Council Chambers
45175 W. Ten Mile Road, Novi, Michigan 48375

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

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Approval and Overview of Agenda
4. Consent Agenda
5. Correspondence
 - A. N/A
6. Presentation
 - A. Recognition of Library Stars 2012-2013: David McCown, John D'Amico, Jennifer Preston, Marcia Dominick
 - B. Recognition of Customer Service Award 2012-2013: Maureen Simari
 - C. Senator Mike Kowall, 15th Senate District – Recognition to Novi Public Library for achieving Quality Services Audit Checklist (QSAC), Essential Level
7. Public Comment
8. President's Report
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 - B. 2012-2013 Penal Fine Report, Oakland County..... 19
 - C. Library Financials and Walker Fund N/A
 - D. Library cafe revenue report – due 15th of the month – July 2013 N/A
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14. Committee Reports

- A. Policy Committee (Margolis, Teasdale, Kilgore – chair)
- B. HR Committee (Kilgore, Verma – chair)
- C. Finance Committee (Czekaj, Teasdale, Margolis – chair)
- D. Fundraising Committee (Sturing, Mena – chair)
- E. Strategic Planning Committee (Kilgore, Sturing, Mena- chair)
- F. Building/Landscape Committee (Kilgore, Margolis, Czekaj – chair)

15. Public Comment

16. Matters for Board Action

- A. Social Media Policy – 1st draft reading
- B. Additional costs for Library HVAC filters: To recognize the purchase of 30 extended surface air filters for the two air handling units of the HVAC system @ approximately \$2,215 from the Building Maintenance account. This amount would exceed current 2013-2014 budget for line item 934.000.
- C. Adopt the Declaration for the Right of Libraries, American Library Association, July 2, 2013

17. Adjourn

Consent Agenda:

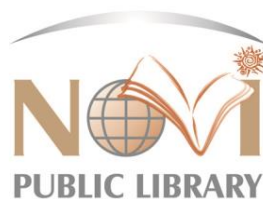
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Future Events:

- Macy's Shop for a Cause Event – Macy's Twelve Oaks, Saturday, August 24, 2013
- Movie Premiere: The Wrecking Crew – Saturday, August 24, 2013 at 7:00pm at Novi Public Library
- Novi Historical Commission Regular Meeting – Wednesday, August 28, 2013 at 2:00pm, Novi Public Library
- LIBRARY CLOSED – LABOR DAY WEEKEND (August 31 – September 2, 2013)
- New Hours at Library begin September 3, 2013
- Library Cards required for services effective September 3, 2013
- Friends of the Novi Library Regular Meeting – Wednesday, September 11, 2013 at 7:00pm, Novi Public Library
- Board of Trustees Regular Meeting – Wednesday, September 18, 2013 at 7:00pm, City of Novi
- Fall for Novi – Saturday, September 21, 2013 at 10:00am, City of Novi
- Novi Historical Commission Regular Meeting – Wednesday, September 25, 2013 at 2:00pm, Novi Public Library
- Authors LIVE Luncheon in partnership with Fox Run of Novi, Sponsored by Friends of the Novi Public Library – Tuesday, October 22, 2013 at 12:00pm at Fox Run
- Community Reads Author Event featuring Mark Binelli – Thursday, November 14th at 7:00pm at Novi Library



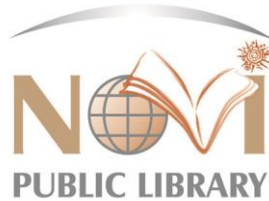
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45255 W. Ten Mile Road, Novi, MI 48375, Telephone: 248-349-0720

<http://www.novilibrary.org>

Warrant 509		August 2013	
Payable to	Invoice #	Account number	Account total
Global Office Solutions		268-000.00-727.000	\$ 3,466.57
1&1 Internet, Inc.	7/10/13-7/10/14	268-000.00-734.000	\$ 29.97
Merit Network	Vmware 7/6/13-7/27/14	268-000.00-734.000	\$ 3,917.10
Microsoft	Lync OnLine	268-000.00-734.000	\$ 69.96
Municipal Web Services	June 2013	268-000.00-734.000	\$ 490.00
Tracfone Wireless	2-120 min & 90 days ser	268-000.00-734.000	\$ 65.76
VidCom Solutions, Inc.	8/1-10/31/13	268-000.00-734.000	\$ 164.85
Sam's Club		268-000.00-734.500	\$ 44.76
Suntel Services		268-000.00-734.500	\$ 475.34
Gordon Food Service		268-000.00-740.000	\$ 4.99
Showcases		268-000.00-740.000	\$ 334.80
Specialty Store Services		268-000.00-740.000	\$ 897.74
Amazon.com		268-000.00-742.000	\$ 299.77
Barnes & Noble Booksellers	Det City Place to Be -47	268-000.00-742.000	\$ 891.59
Brodart		268-000.00-742.000	\$ 5,732.03
Ebsco		268-000.00-742.000	\$ 36.18
Gale		268-000.00-742.000	\$ 852.54
Genealogical.com		268-000.00-742.000	\$ 51.45
Huntington Woods Public Library		268-000.00-742.100	\$ 12.99
Lawrence Technology University		268-000.00-742.100	\$ 65.00
Lyon Township Public Library		268-000.00-742.100	\$ 6.70
Northville District Library		268-000.00-742.100	\$ 10.00
Redford Twp. District Library		268-000.00-742.100	\$ 21.95
Springfield Township Library		268-000.00-742.100	\$ 23.39
Trenton Veterans Memorial Library		268-000.00-742.100	\$ 40.34
White Lake Township Library		268-000.00-742.100	\$ 16.95
Wixom Public Library		268-000.00-742.100	\$ 19.99
Library Ideas LLC	Freegal 7/1/13-6/30/14	268-000.00-744.000	\$ 8,400.00
Midwest Tape		268-000.00-744.000	\$ 600.94
Barnes & Noble Booksellers		268-000.00-745.200	\$ 1,999.38
Midwest Tape		268-000.00-745.200	\$ 994.59
Gale	7/1/13-6/30/14	268-000.00-745.300	\$ 300.00
The Library Network	Gale Lit/Bio	268-000.00-745.300	\$ 4,135.48
Michigan Library Association		268-000.00-809.000	\$ 255.00
Novi Chamber of Commerce	Farkas; 8/1/13-7/31/14	268-000.00-809.000	\$ 240.00
Sam's Club	7/1/13-6/30/14; memb	268-000.00-809.000	\$ 15.00
Kristel Group, Inc.	Jun-13	268-000.00-817.000	\$ 2,480.00
TelNet Worldwide	6/15-7/14/13	268-000.00-851.000	\$ 675.20
Verizon Wireless	6/29-7/28/13	268-000.00-851.000	\$ 381.49
The Library Network	7/1-9/30/13 Sh Auto	268-000.00-855.000	\$ 10,932.73
JanWay Company USA, Inc.	5000 magnets	268-000.00-880.000	\$ 667.05
Observer and Eccentric		268-000.00-880.000	\$ 86.40
Patch		268-000.00-880.000	\$ 76.26
Sam's Club		268-000.00-880.000	\$ 48.86
YP		268-000.00-880.000	\$ 60.49
Accucut Craft		268-000.00-880.268	\$ 20.00

Alberga, Kathleen		268-000.00-880.268	\$ 26.92
Amazon.com		268-000.00-880.268	\$ 42.98
Best Buy		268-000.00-880.268	\$ 200.00
Container & Packaging Supply		268-000.00-880.268	\$ 204.74
Deaf & Hearing Impaired Services, Inc.		268-000.00-880.268	\$ 291.00
Farmer John's Greenhouse		268-000.00-880.268	\$ 15.00
Groundspeak, Inc.		268-000.00-880.268	\$ 14.55
Gordon Food Service		268-000.00-880.268	\$ 45.88
Guildcraft Arts & Crafts		268-000.00-880.268	\$ 172.25
Home Depot		268-000.00-880.268	\$ 4.36
LaBenne, Andrea		268-000.00-880.268	\$ 53.82
Meijer		268-000.00-880.268	\$ 15.50
Mutch, Kathleen		268-000.00-880.268	\$ 100.00
Panera		268-000.00-880.268	\$ 200.00
Sam's Club		268-000.00-880.268	\$ 25.02
Wainwright, Jeff	SRP Finale Party	268-000.00-880.268	\$ 400.00
Toys R Us		268-000.00-880.268	\$ 269.98
Konica Minolta		268-000.00-900.000	\$ 914.60
Consumers Energy	6/14-7/15/13	268-000.00-921.000	\$ 131.95
DTE Energy	5/23-6/23/13	268-000.00-922.000	\$ 8,510.56
City of Novi	w/s 3/14-6/18/13	268-000.00-923.000	\$ 2,449.12
Allied Waste		268-000.00-934.000	\$ 157.92
Appliance Doctor		268-000.00-934.000	\$ 312.60
Cintas		268-000.00-934.000	\$ 717.22
Dalton Commercial Cleaning Corp		268-000.00-934.000	\$ 2,195.00
Grainger		268-000.00-934.000	\$ 200.82
Home Depot		268-000.00-934.000	\$ 60.80
Library Design Associates, Inc.		268-000.00-934.000	\$ 48.00
Schindler Elevator Corp		268-000.00-934.000	\$ 1,036.08
Touch of Tropics		268-000.00-934.000	\$ 50.00
Tri-County Back-Flow Specialists, Inc.		268-000.00-934.000	\$ 1,209.50
Voss Lighting		268-000.00-934.000	\$ (24.97)
Brien's Services, Inc.		268-000.00-941.000	\$ 862.50
C&J Parking Lot Sweeping, Inc.		268-000.00-941.000	\$ 110.00
Michigan Automatic Sprinkler Inc.		268-000.00-941.000	\$ 94.85
Konica Minolta Premier Finance		268-000.00-942.000	\$ 1,049.96
Corrigan Record Storage		268-000.00-942.100	\$ 19.24
Farmington Community Library		268-000.00-956.000	\$ 10.00
Farkas, Julie		268-000.00-956.000	\$ 60.00
Historical Society of Michigan		268-000.00-956.000	\$ 39.00
Lang, Elizabeth		268-000.00-956.000	\$ 148.64
Petty Cash (Postage)		268-000.00-728.000	\$ 5.80
TOTAL			\$ 72,862.77



**CITY OF NOVI LIBRARY BOARD
MINUTES, REGULAR MEETING
July 17, 2013**

DRAFT

1. Call to Order and Roll Call

Library Board

Mark Sturing, President
Willy Mena, Vice President
Scott Teasdale, Secretary
Larry Czekaj, Treasurer
Larry Kilgore, Board Member
David Margolis, Board Member

Absent and Excused

Ramesh Verma, Board Member (7:06 p.m. arrival)

Student Representatives

Ziyang Huang
Jessica Mathew

Library Staff

Marjorie Karp-Opperer, Assistant Director
Mary Ellen Mulcrone, Assistant Director
Marcia Dominick, Administrative Assistant

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

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Approval and Overview of Agenda

A motion was made to approve the July 17, 2013 Agenda as presented.

1st – David Margolis

2nd – Scott Teasdale

The motion passed unanimously.

4. Consent Agenda

Trustee Margolis inquired as to the credit located in line 268-000.00-880.000 in the amount of \$1150.00. Funds were received from the Novi Community Schools as payment for half of the printing costs for the Summer Reading Program brochures.

A motion was made to approve the July 17, 2013 Consent Agenda as presented.

1st – Willy Mena

2nd – Larry Kilgore

The motion was passed unanimously.

5. Correspondence

A thank you was received from a representative of Bridgepointe for the use of the Library's parking lot for the Walk-A-Thon held on Sunday, June 26, 2013.

6. Presentation

There was no presentation at this meeting.

7. Public Comment

There was no public comment.

8. President's Report

A. Goals Document 2013-2014

The new Goals document incorporating the Strategic Objectives and the Library Goals for 2013-2014 will be presented at the August Library Board meeting. The Library staff is compiling their goals based on the goals document.

9. Treasurer's Report

A. Library Budget 2013-2014

The 2013-2014 Budget dated March 20, 2013 is included in the July 17, 2013 Library Board Packet on pages 15-16.

B. Library Financials and Walker Fund – June 2013

The Financials and Walker Fund Reports ending June 30, 2013 were not made available at the time of the meeting. They are expected to be received for the August 21, 2013 meeting.

Treasurer, Larry Czekaj, stated that the Library has been tracking the usage of the fund balance and it is the same as discussed at the last meeting.

C. Library Café Revenue Report – due 15th of the month – June 2013

There was no report provided as the funds were not received by the time of this meeting.

10. Director's Report (Reported by Mary Ellen Mulcrone and Margi Karp-Opperer in the absence of the Director)

A detailed report from Director, Julie Farkas, is provided on page 17 of the July 17, 2013 Library Board Packet.

Highlights of the report are:

- The glass etchings located in the Local History Room were unveiled with a reception on Thursday, June 27. The six (6) etchings were created by Ryan and Mindy Trainer and depict historical sites of Novi.
- The new budget year began on July 1, 2013 and will run until June 30, 2014. The department heads are working with their departments and staff to create goals for the 2013-14 fiscal year.
- Four (4) Library policies will be brought to the Library Board for consideration and approval; Smoking In/On Library Property; Hours of Operation; Meeting Room Rental and Use Policy; and Rules of Conduct. Two of the policies are due to the change in hours of operation scheduled for September 3, 2013. To announce the change, 5,000 magnets have been purchased announcing our new hours of operation and will be distributed to patrons.
- The Library is once again participating in the Macy's Shop for a Cause fundraiser. Last year the Library raised over \$300 and we hope to exceed that figure. The Macy's pass can be purchased for \$5 and allows patrons to shop on August 24, 2013 and receive a discount on their purchases. The Library will hold a story time the day of the event at Macy's Novi.
- The June 2013 Financials were not made available as of July 13, 2013. The final date for all invoices to be submitted for the 2012-13 fiscal year is August 10, 2013. The audited financials for July will not be available until October.

11. Additional Reports

A. Public Services Report

The Public Services Report is provided on pages 27-28 of the July 17, 2013 Library Board Packet.

B. Building Operations Report

The Building Operations Report is provided on page 29 of the July 17, 2013 Library Board Packet.

The Library experienced an outage of its air conditioning system on Monday, July 15, 2013. Due to its failure, the Library closed its doors effective at noon for the remainder of the day. The system failure was due to the filters being clogged not allowing air flow. The HVAC system is on a scheduled maintenance, so the replacement of the filters was missed by the contractor. Trustee Verma has volunteered to work with the Facilities Department to share his experience with working with the contractors.

Trustee Margolis has requested that the air quality be analyzed for dust or other particulates within the building.

Trustees have requested a quarterly report be generated regarding the work performed on the HVAC system. They have also requested a written report be provided for the September Board Meeting by Trustee Verma.

The fir tree has been replaced on the Library property. The Trustees also inquired as to the steps necessary for the removal of the horsetail weed that is growing on the property. They were informed that it is a two-step process and is being completed by a professional.

C. Library Usage Statistics –June 2013

The June statistics are located on pages 30-34 of the July 17, 2013 Library Board Packet.

Highlights include:

- 469 Library cards issued
- 68,149 items checked out
- Number of items borrowed from TLN – 4,085
- Numbers of items borrowed from MEL – 72
- Number of items loaned through TLN – 4,457
- Number of items loaned through MEL – 131
- Read Box – Adult 24; Youth 31
- 65.75% of all items checked out were completed on self –checkout stations
- Total circulation 68,149
- Daily average people using the Library was 1,341
- Early Literacy workstation usage 912
- Daily average Computer Logins 1,082
- Technology Sessions 14 with 29 participants

12. Friends of Novi Library Report

A. May 8, 2013 Approved Board Meeting Minutes

The Friends of Novi Library May 8, 2013 Minutes are included in the July 17, 2013 Library Board Packet on pages 35-36.

B. Bylaw Revisions Approved – June 12, 2013

The Friends of the Library adopted their amended Bylaws at the June 12, 2013 meeting. The adopted Bylaws are located in the July 17, 2013 Library Board Packet on pages 37-39.

The Friends generously provide a \$2,000 scholarship to students who attend a public school in Novi. In 2014, the Friends have decided to give a \$1,000 scholarship and provide another \$1,000 (\$500 each) to the Library as compensation for two student interns during the summer reading program.

Trustee Czekaj requested a list of other surrounding Friends groups and how they assist their libraries. The Trustees commented on how impressive and generous our Friends group is.

13. Student Representatives' Report

The Student Representative's Report is provided on page 40 of the July 17, 2013 Library Board Packet. Highlights of the report include:

- Teen Volunteer Orientations held 45 participants each.
- There were about 100 volunteers participating in the Summer Reading Program this year.
- Tie-Dye Day was held on June 18 with about 100 teens in attendance.
- Glass Mosaic Madness was held on June 25 and had about 50 attendants.
- Upcoming events: See a Juggler, Be a Juggler, July 9; Lord of the Sky Birds of Prey!, July 16; Book Chat, July 18.

14. Historical Commission Report

There was no Historical Commission Report.

15. Committee Reports

A. Policy Committee (Margolis, Teasdale, Kilgore – chair)

There was no report provided.

B. HR Committee (Kilgore, Verma – chair)

There was no report provided.

C. Finance Committee (Czekaj, Teasdale, Margolis – chair)

There was no report provided.

D. Fundraising Committee (Sturing, Mena – chair)

There was no report provided.

E. Strategic Planning Committee (Kilgore, Sturing, Mena – chair)

There was no report provided.

F. Landscape Committee (Kilgore, Margolis, Czekaj – chair)

There was no report provided.

16. Public Comment

There was no public comment.

17. Matters for Board Action

A. Policy P12: Smoking In/On Library Property

The requested amendment to the current P12 Smoking Policy is the title: Smoking In/On Library Property, and Section 1., which states – Smoking of any kind, including e-cigarettes, is strictly prohibited inside the Library building and on the Patio. The remaining sections of the Policy remain the same.

A motion was made to approve the amended P12: Smoking In/On Library Property Policy as presented.

1st – David Margolis

2nd – Larry Czekaj

The motion was passed unanimously.

B. Policy P11: Rules of Conduct

As the Rules of Conduct go hand-in-hand with the P12: Smoking In/On Library Property policy, a request for amending this policy follows suit, with changes to Section 9. as stated: Smoking of any kind, including e-cigarettes, is strictly prohibited inside the Library building, on the Patio, and anywhere on Library grounds that is within 100 feet of any exit/entrance to the Library building. (See Policy P12).

A motion was made to approve the amended P11: Rules of Conduct Policy as presented.

1st – David Margolis

2nd – Larry Czekaj

The motion was passed unanimously.

C. Policy B3: Hours of Operation

Effective September 3, 2013, the Library's hours of operation has changed to the following:

Monday- Thursday 10 a.m. – 9 p.m. (no change)

Friday and Saturday 10 a.m. – 6 p.m. (increased end of day by one hour)

Sunday 12 – 6 p.m. (increased end of day by one hour; open year-round)

A motion was made to approve the amended B3: Hours of Operation as presented effective September 3, 2013.

1st- Larry Kilgore
2nd – David Margolis

The motion was passed unanimously.

D. Policy B4: Meeting Room Rental and Use Policy

Effective September 3, 2013, the Library's Meeting Room Rental and Use Policy has changed to reflect the changes in the Library's Hours of Operation Policy as follows:

Monday – Thursday 10:00 a.m. – 8:45 p.m.
Friday and Saturday 10:00 a.m. – 5:45 p.m.
Sunday 12:00 – 5:45 p.m.

A motion was made to approve the amended B4: Meeting Room Rental and Use Policy as presented effective September 3, 2013.

1st – Larry Kilgore
2nd – David Margolis

The motion was passed unanimously.

Trustee Margolis requested a copy of the Employee Handbook and the Building Policy Handbook due to the number of revisions made to update their books.

A thank you was given to Mary Ellen Mulcrone and Margi Karp-Opperer for filling in for Director Julie Farkas.

18. Adjourn

A motion was made to adjourn the meeting at 8:02 p.m.

1st – Larry Czekaj
2nd – Ramesh Verma

The motion was passed unanimously.

Scott Teasdale, Secretary

Date

NOVI PUBLIC LIBRARY – 2013/2014 GOALS

Strategic Objective #1—Fuel the Novi community’s passion for reading, personal growth and learning.

Goal: Provide quality services, collections, programs and technology that meet the changing needs of our community.

Strategy:			
Engage the Older Adult community in Library programs and services.			
Tactic	Owner	Status	Date
Publicize and engage the Older Adult community with info about Oakland County service for visually impaired	IS; SS		Annually
Expand info in Meadowbrook Commons through newsletter, dining hall, flyers, door to door, kiosks, etc.	AD; IS		Annually
Promote Library programs at Older Adult programs	IS		Annually
Survey Meadowbrook Commons residents	AD		Annually
Engage local Older Adult talent for displays, arts, crafts, collections, etc.	IS; AD		Annually
Partner with Older Adult Services/Meadowbrook Activity Center to attract Older Adults for Library programming, services, resources, and technology; consider no fee transportation to Library	IS; AD		Annually
Establish an Older Adult advisory board for ideas on programming, resources and services	IS; AD		2013/2014
Strategy:			
Increase/implement programming opportunities for each patron group.			
Tactic	Owner	Status	Date
Consider worldwide celebrations, festivals, events, etc.	IS; AD		Annually
Host music/dance programs by different cultural groups	IS		Annually
Implement 15 programs per year for each group (youth, tween, teen, adult, Older Adult) averaging 50 attendees at each program	IS; IT/F	Tween Movie (51), Teen Juggling program (58), Sizzling Summer Juggler (350), Sizzling Summer Fisherman (200), Birds of Prey program (75), Story Time for 2-3 year olds (54), Pirate Party (61), Sizzling Summer Animal Adaptations (200), Henry Ford: The Rouge and his Village Industries (69)	Annually; 7/13
Increase use of the Youth Activity Room by 5% with more crafts/hands-on events, etc.	IS	Craft projects added to Starlight Story Time and Tot time Story Times each month using the Activity Room	Annually; 7/13
Investigate a GEEK programming series based on patron suggestions from GEEK the Library campaign	IS; AD; IT/F		Annually

Develop a survey component to solicit technology needs of patrons to meet hardware, software, programming, and training needs	IT/F; AD, IS	IS dept. developed questions for survey	Annually; 7/13
Implement a Patio program series of five programs, May-October, weather permitting	IS		Annually
Strategy:	Maintain current collections and services.		
Tactic	Owner	Status	Date
Investigate and add new collections/pathfinders based on interests and needs of patrons	IS; SS	Created QR code table tents for Homework Resource Center website page and for Boopsie Mobile App	Annually; 7/13
Investigate texting/chat/e-mail services to contact librarians for information assistance	IS; IT/F		2013/2014
Have staff wear friendly "Ask Me" buttons	IS	Investigated use of "button-making" machine through Novi Schools	2013/2014; 7/13
Provide dedicated time for individuals and groups to receive assistance with e-readers and other devices	IS; IT/F	Several Tech Time sessions offered each month; e-reader instruction for groups provided periodically	2013/2014
Use roving reference to assist patrons	IS	On-going	2013/2014
Investigate useful technology to improve reference service	IS; IT/F		2013/2014
Improve streaming of news, current events, sports info on LCD screens throughout building; teen programs in teen area; create calendar for what to view	IS; IT/F		2013/2014
Establish an International Language committee to provide recommendations for collections and programming	IS		2013/2014
Strategy:	Partner with the Novi School District.		
Tactic	Owner	Status	Date
Introduce Social Justice to the community; create a core collection; participate in learning sessions; provide space for forums/events	AD; IS		Annually
Increase activities with Novi and other area school districts	IS; AD	Partnered with NCSD on presenting and hosting the Book Chat programs	Annually; 7/13
Goal: The Library Board shall be active and engaged and represent the Library in Novi and the greater library community.			
Strategy:			
Tactic	Owner	Status	Date

Strategic Objective #2—Increase the Novi community's knowledge of and access to the Library's collections, services and building.

Goal: Promote the Library in Novi's residential and business communities; consider new avenues for promoting library services to non-library users; leverage existing resources whenever possible.

Strategy:			
Increase awareness of services, collections, programs and technology.			
Tactic	Owner	Status	Date
Ensure a social media presence that best suits NPL, investigating new options/technologies to meet our community needs, including facebook, twitter, videos, podcasts	IS; AD; IT/F		Annually
Create one video/podcast per year for website about Library services	AD		Annually
Increase publicity of meeting rooms and patio	AD		Annually
Reach out to homeowners groups by letter to President, get in newsletters, offer tours/talks, inviting groups to have their meetings at the Library (one time rental free)	AD		Annually
Work with homeowners groups to highlight a subdivision in e-newsletter, display of kids' art from sub, contest for most card holders in sub	AD		Annually
Investigate/recruit for Library liaisons from homeowners groups to help market Library programs and info	AD		2013/2014
Increase number of library card holders in each Novi subdivision by 10% over five years; use geo-mapping data	AD; SS		Annually
Consider annual mailing of "The Novi Library and YOU" to homeowners/businesses; 4-page brochure about NPL	AD		Annually
Promote and highlight the Local History collection/space and its relevance to the community; offer an open house; increase web and physical presence	IS		Annually
Implement regular (weekly/monthly) Library columns in Novi News and Patch.com	AD		Annually

Goal: Balance the needs of the community with fiscal responsibility.

Strategy:			
Consider adding new collections and services.			
Tactic	Owner	Status	Date
Investigate adding more interactive play components for youth	IS		Annually
Review options for perpetual log-ins for library catalog	IT/F; SS	Concerns for privacy prevent implementation	2013/2014
Implement service to alert patrons when specific requests have been purchased	IS		2013/2014
Consider room reservations for use of group study rooms	IS; AD	Group Study Room Committee formed and met to discuss issues and is researching possibilities	2013/2014; 7/13
Commit to offering Teen Space program annually	AD; IS		2013/2014
Investigate adding furniture to Teen Space	AD		2013/2014

Goal: Create fundraising opportunities for our community to continue to support the growth of the Library's services, collections, programs and technology.

Strategy:			
Tactic	Owner	Status	Date

Goal: The Library Board shall be active and engaged and represent the Library in Novi and the greater library community.

Strategy:			
Tactic	Owner	Status	Date

Goal: Ensure that the Library maintains policies and planning strategies that promote safe, efficient, productive and enjoyable experiences for patrons and staff.

Strategy:			
Provide convenient access to collections, programs and services.			
Tactic	Owner	Status	Date
Work with TLN to improve catalog quality and access for mobile users	IT/F; SS	TLN providing daily catalog extracts for Boopsie mobile app	2013/2014
Engage TLN in discussions to offer mobile services for library card application/renewal and renewal of materials	IT/F; SS	TLN libraries testing capability for online patron registration (library card application); renewal of library materials already available through Library Anywhere app and Boopsie app	2013/2014

Strategic Objective #3—Encourage the Novi community to embrace and participate in the Library’s programming, cultural learning and service opportunities.

Goal: Create fundraising opportunities for our community to continue to support the growth of the Library’s services, collections, programs and technology.

Strategy:			
Tactic	Owner	Status	Date

Goal: The Library Board shall be active and engaged and represent the Library in Novi and the greater library community.

Strategy:			
Tactic	Owner	Status	Date

Strategic Objective #4—Foster an organizational culture of innovation.

Goal: Provide a well-trained, appropriately compensated staff that is engaged in the Novi community and within the library profession.

Strategy:			
Tactic	Owner	Status	Date

Strategic Objective #5—Empower the Novi community to be effective consumers and producers of information.

Goal: The Library Board shall be active and engaged and represent the Library in Novi and the greater library community.

Strategy:			
Tactic	Owner	Status	Date

Strategic Objective #6—Match the needs of the community with the facilities and Library’s logistical resources.

Goal: Balance the needs of the community with fiscal responsibility.

Strategy: Partner with City of Novi and Novi School District.

Tactic	Owner	Status	Date
Engage IT departments in quarterly meetings to review opportunities for resource sharing, technology best practices and education	IT/F		Annually
Investigate with City of Novi to be a “go to” for additional City services; offer/advertise new City services	AD		Annually

Strategy: Maintain communication with Read a Latte Café.

Tactic	Owner	Status	Date
Investigate with owner to offer lower prices and different cultural food options	AD		Annually

Goal: Ensure that the Library maintains policies and planning strategies that promote safe, efficient, productive and enjoyable experiences for patrons and staff.

Strategy:

Tactic	Owner	Status	Date

2013-2014 Budget 3/20/13		2012-2013 Approved	2012-2013 Year End	2013-2014 Approved	2014-2015 Projected	2015-2016 Projected
Revenues						
Account	Description					
403.000	Property Tax Revenue	2,219,000.00	2,279,000.00	2,254,000.00	2,328,000.00	2,398,000.00
567.000	State Aid	17,500.00	20,000.00	20,000.00	20,000.00	20,000.00
657.000	Library book fines	57,000.00	67,000.00	68,500.00	68,500.00	68,500.00
658.000	State penal fines	65,500.00	74,540.59	76,000.00	77,500.00	79,000.00
664.000	Interest on Investments	25,000.00	25,000.00	25,000.00	25,700.00	26,500.00
664.500	Unrealized gain(loss) invest	0.00	13,247.00	0.00	0.00	0.00
665.000	Miscellaneous income	14,500.00	15,000.00	15,000.00	15,000.00	15,500.00
665.100	Copier	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
665.200	Electronic media	3,500.00	500.00	800.00	800.00	800.00
665.266	SRP T-shirt sales	150.00	0.00	0.00	0.00	0.00
665.267	Library Program - Book It	0.00	0.00	0.00	0.00	0.00
665.290	Library Fundraising Revenue	1,000.00	360.00	1,000.00	1,000.00	1,000.00
665.300	Meeting Room	12,000.00	15,000.00	15,000.00	15,000.00	15,000.00
665.400	Gifts and donations	5,000.00	6,000.00	5,000.00	5,000.00	5,000.00
665.404	Novi Township Assessment	6,130.00	5,681.00	5,800.00	5,900.00	6,000.00
665.650	Library Café	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Total Revenue		2,433,780.00	2,528,828.59	2,493,600.00	2,569,900.00	2,642,800.00
		2012-2013 Approved	2012-2013 Year End	2013-2014 Approved	2014-2015 Projected	2015-2016 Projected
Expenditures						
Account	Description					
704.000	Permanent Salaries	898,000.00	898,000.00	943,600.00	958,600.00	973,600.00
705.000	Temporary Salaries	561,000.00	566,000.00	631,000.00	641,000.00	651,000.00
715.000	Social Security	111,000.00	112,000.00	120,000.00	122,400.00	124,300.00
716.000	Insurance	212,000.00	165,000.00	175,000.00	175,000.00	175,000.00
716.200	HSA	10,800.00	7,000.00	8,000.00	8,000.00	8,000.00
718.000	Pension DB	0.00	0.00	2,200.00	2,200.00	2,200.00
718.050	Pension - add'l DB	0.00	0.00	0.00	0.00	0.00
718.200	Pension - Defined Contribution	24,000.00	24,000.00	26,200.00	26,200.00	26,200.00
719.000	Unemployment Ins	2,000.00	0.00	2,000.00	2,000.00	2,000.00
720.000	Workers' Comp	2,500.00	3,000.00	5,300.00	5,300.00	5,300.00
Total Personnel Services		1,821,300.00	1,775,000.00	1,913,300.00	1,940,700.00	1,967,600.00
Supplies						
727.000	Office supplies	17,500.00	15,000.00	16,000.00	17,000.00	18,000.00
728.000	Postage	2,100.00	1,500.00	1,800.00	1,800.00	1,800.00
734.000	Computer software & licensing	73,000.00	73,000.00	88,000.00	88,000.00	88,000.00
734.500	Computer supplies equip	12,000.00	12,000.00	13,000.00	13,000.00	13,000.00
740.000	Operating supplies	31,700.00	29,000.00	33,200.00	34,800.00	36,500.00
740.200	Desks, chairs, cabinets, etc.	0.00	0.00	13,200.00	0.00	0.00
741.000	Uniforms	300.00	300.00	300.00	300.00	300.00
Materials						
742.000	Books	190,000.00	190,000.00	220,500.00	220,500.00	220,500.00
742.100	Book Fines	500.00	700.00	700.00	700.00	700.00
742.666	Books - Misc. Grants	0.00	0.00	0.00	0.00	0.00
743.000	Periodicals	17,000.00	19,500.00	20,000.00	20,400.00	21,400.00

744.000	Audiovisual Materials	53,400.00	53,400.00	56,500.00	62,100.00	62,100.00
745.200	Electronic Media	43,200.00	43,200.00	55,700.00	61,200.00	61,200.00
745.300	Electronic Resources	44,800.00	44,800.00	60,000.00	60,000.00	60,000.00
Total Supplies & Materials		485,500.00	482,400.00	578,900.00	579,800.00	583,500.00
Services & Charges		2012-2013 Approved	2012-2013 Year End	2013-2014 Approved	2014-2015 Projected	2015-2016 Projected
Account	Description					
801.925	Public Information (cable)	950.00	800.00	1,000.00	1,000.00	1,000.00
802.100	Bank Services	2,500.00	3,600.00	3,500.00	3,500.00	3,500.00
803.000	Independent Audit	700.00	590.00	700.00	700.00	700.00
804.000	Medical Service	500.00	600.00	500.00	500.00	500.00
806.000	Legal Expenses	2,000.00	589.00	1,500.00	1,500.00	1,500.00
809.000	Memberships & Dues	5,000.00	5,000.00	5,500.00	5,500.00	5,500.00
816.000	Professional services	5,000.00	200.00	3,000.00	5,000.00	5,000.00
817.000	Custodial Services	36,000.00	30,000.00	37,200.00	36,000.00	36,000.00
818.000	TLN Central Services	6,000.00	5,000.00	5,000.00	5,500.00	6,000.00
851.000	Telephone	16,800.00	16,800.00	17,000.00	17,900.00	18,800.00
855.000	TLN Automation Services	64,400.00	62,000.00	63,900.00	66,500.00	68,100.00
862.000	Mileage	1,000.00	300.00	500.00	500.00	500.00
880.000	Community Promotion	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
880.267	Library Programming - Book It	0.00	1,000.00	1,000.00	1,000.00	1,000.00
880.268	Programming	20,000.00	20,000.00	26,000.00	26,000.00	26,000.00
900.000	Design, Printing, Publishing	28,750.00	27,500.00	30,000.00	31,500.00	33,000.00
910.000	Property & Liability Insurance	13,300.00	12,684.00	12,800.00	13,000.00	13,200.00
921.000	Heat	16,000.00	16,000.00	17,500.00	17,500.00	17,500.00
922.000	Electricity	86,000.00	86,000.00	90,500.00	91,100.00	93,800.00
923.000	Water and Sewer	5,500.00	4,000.00	6,000.00	6,000.00	6,500.00
934.000	Building Maint.	48,500.00	48,500.00	55,500.00	55,500.00	57,000.00
935.000	Vehicle Maint.	2,000.00	1,000.00	1,500.00	1,500.00	1,500.00
941.000	Grounds Maint.	25,000.00	35,000.00	25,000.00	26,500.00	27,000.00
942.000	Office Equipment Lease	13,500.00	13,000.00	13,000.00	13,000.00	13,000.00
942.100	Records storage	200.00	100.00	100.00	100.00	100.00
956.000	Conferences & Workshops	12,500.00	11,500.00	15,500.00	15,500.00	15,500.00
Total Services & Charges		417,100.00	406,763.00	438,700.00	447,300.00	457,200.00
986.00	13/14: 9 replacements; ipads			35,000.00		
986.00	14/15: 60 replacements				73,600.00	73,600.00
976.000	Building Improvements	0.00	0.00	0.00	0.00	0.00
990.000	Furniture	0.00	0.00	8,800.00	0.00	0.00
962.000	Contingency	0.00	0.00	0.00	0.00	0.00
Total Capital Outlay		0.00	0.00	43,800.00	73,600.00	73,600.00
Total Expenditures		2,723,900.00	2,664,163.00	2,974,700.00	3,041,400.00	3,081,900.00
680.00	Fund Balance	-290,120.00	-135,334.41	-481,100.00	-471,500.00	-439,100.00
704.000/705.000	2012-2013 Salary Stipend		-50,000.00			
	2013-014 1.5% incr. (7/13)			-25,500.00		
742.000 - 745.300	Incr. in Material expenditures			-50,000.00		
941.00	Landscape Improvements	-15,000.00	-15,000.00			
TOTAL Fund Balance		-305,120.00	-135,334.41	-481,100.00	-471,500.00	-439,100.00

* Add'l property tax revenue for 2012-2013 in the amount of \$60,000 rec'd as of 3/13/2013.

* Library Board approved a not to exceed \$50,000 employee salary stipend on 2/9/2013 for fiscal year 2012-2013.

* 2013-2014 perm/temp salaries include 1.5% salary incr. and add'l library hours

2012/2013 Penal Fine Distribution Report

Vendor ID/ Address Seq. No.	Library Name	Total Certified Population	Per Capita Rate	Penal Fines to Public Libraries
6767 / 1	Addison Township Pub. Library	6,351	1.328060	8,434.51
6753 / 1	Auburn Hills Public Library	21,412	1.328060	28,436.42
6754 / 1	Baldwin Public Library	35,350	1.328060	46,946.92
6757 / 1	Berkley Public Library	14,970	1.328060	19,881.06
6758 / 1	Blair Memorial Library	11,825	1.328060	15,704.31
3518 / 1	Bloomfield Township Pub. Lib.	41,070	1.328060	54,543.42
6771 / 1	Brandon Township Pub. Library	15,175	1.328060	20,153.31
18003 / 1	Clarkston Independence Lib.	35,563	1.328060	47,229.79
6760 / 1	Commerce Township Library	40,186	1.328060	53,369.42
6768 / 1	Farmington Community Library	90,112	1.328060	119,674.13
6759 / 1	Ferndale Public Library	19,900	1.328060	26,428.39
6847 / 1	Franklin Public Library	3,150	1.328060	4,183.39
6769 / 1	Hazel Park Memorial Library	16,422	1.328060	21,809.40
6770 / 2	Highland Township Pub. Lib.	19,202	1.328060	25,501.41
6772 / 1	Holly Township Library	23,088	1.328060	30,662.25
6773 / 1	Huntington Woods Pub. Library	8,764	1.328060	11,639.12
6834 / 1	Lyon Township Public Library	14,545	1.328060	19,316.63
6892 / 1	Madison Heights Public Library	29,694	1.328060	39,435.41
6801 / 1	Milford Township Library	15,736	1.328060	20,898.35
6802 / 1	Novi Public Library	55,374	1.328060	73,539.99
6803 / 1	Oak Park Public Library	29,319	1.328060	38,937.39
Journal Entry	Oakland County Research Lib.	19	1.328060	25.23
6817 / 1	Orion Township Public Library	35,394	1.328060	47,005.35
6835 / 2	Oxford Public Library	20,526	1.328060	27,259.76
6804 / 1	Pontiac Public Library	59,515	1.328060	79,039.49
6805 / 1	Rochester Hills Pub. Library	100,485	1.328060	133,450.08
6806 / 1	Royal Oak Public Library	57,236	1.328060	76,012.84
6848 / 1	Royal Oak Township Library	2,419	1.328060	3,212.58
6849 / 1	Southfield Public Library	75,814	1.328060	100,685.53
6836 / 1	Springfield Township Library	13,940	1.328060	18,513.16
6893 / 1	Troy Public Library	80,980	1.328060	107,546.29
6843 / 1	Walled Lake City Library	6,999	1.328060	9,295.09
6850 / 1	Waterford Township Pub. Lib.	71,997	1.328060	95,616.33
6873 / 1	West Bloomfield Township Public Library	71,755	1.328060	95,294.94
6880 / 1	White Lake Township Library	30,019	1.328060	39,867.03
6851 / 1	Wixom Public Library	13,498	1.328060	17,926.15
6844 / 1	Salem-South Lyon District Lib. - Washtenaw County	11,327	1.328060	15,042.93
6917 / 1	Northville District Library - Wayne County	3,231	1.328060	4,290.96
Totals		1,202,362		1,596,808.76

**OAKLAND COUNTY HEALTH DIVISION
FOOD SERVICE ESTABLISHMENT INSPECTION REPORT**

Establishment Name: READ A LATTE CAFE	Establishment ID: 830
Establishment Address: 45255 10 MILE RD	Establishment Type: FIXED ESTABLISHMENT
City, State, Zip: NOVI MI 48374	License Number: SFE4063066921
Establishment Phone: (248)869-7249	Owner Name: LOLA BERNSTEIN
Establishment Fax:	CVT: 246

CERTIFIED MANAGER INFORMATION:

Loss - No Certified Manager

This food establishment has lost its Certified Food Service Manager. The establishment shall provide a Certified Food Service Manager with a current, valid certificate by 09/29/2013

A certified foodservice manager is a requirement of the Oakland County Sanitary Code, Article IV.

CURRENT OBSERVATIONS:

Source	Violation Number	Violation Type	Correct By Date	Corrected	Repeat
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Food Code	3-101.11	Priority	07/15/2013	Yes	No
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Observation: Noted veggie samosas with use by date of 7/13, for sale in front glass cabinet.

Code Requirements: Food shall be safe, unadulterated, and, as specified under § 3-601.12, honestly presented.P

Method of Correction: Must discard all foods that have passed manufacturers use by date.

Correction Detail: Samosas were discarded.

Food Code	4-602.13	Core	10/13/2013	No	No
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Observation: The following non food contact surfaces were noted as soiled:

- 1) Front of white freezer.
- 2) Coffee grinder.

Code Requirements: Must clean all non food contact surfaces on routine and thorough basis, in order to prevent build up and prevent contamination of food product.

Method of Correction: Clean above listed areas more thoroughly and more routinely.

COMMENTS:

Located inside the Novi Public Library. Inspection conducted by Dawn Ransdell. Call 248-343-5404 with any questions.



Received By: Lola
(Person in Charge)

Inspected By: Dawn Ransdell
Public Health Sanitarian

Date: 07/15/2013

FOOD SERVICE ESTABLISHMENT INSPECTION REPORT

Establishment Name: READ A LATTE CAFE	Establishment ID: 830
Establishment Address: 45255 10 MILE RD	Establishment Type: FIXED ESTABLISHMENT
City, State, Zip: NOVI MI 48374	License Number: SFE4063066921
Establishment Phone: (248)869-7249	Owner Name: LOLA BERNSTEIN
Establishment Fax:	CVT: 246

INSPECTION INFORMATION:

Inspection Date:	07/15/2013	NSDI:	01/15/2014
Follow-up Date:		Inspection Type:	Routine
Consumer Advisory Required:	No	Consumer Advisory Correct:	Yes
Consumer Advisory Handout Provided:	No		
Priority and Priority Foundation Violations Cited:	Yes	All Priority and Priority Foundation Violations Corrected:	Yes
Repeat Violations Cited:	No		
All Priority and Priority Foundation Violations Not Corrected:			
Inspection ID:	266164	Water:	
License Limitations:	No	Sewage:	
Variance:	No	Seating Capacity:	6
License Posted:	Yes	Non-Smoking Area:	Yes
Anti-Choking Techniques Posted:	No		

Based on this inspection, the following items marked are violations of the Michigan Food Law. Violations cited in this report shall be corrected within the time frames specified, but within a period not to exceed 10 calendar days for priority and priority foundation items (8-405.11) or 90 days for core items (8-406.11). Failure to comply with this notice may result in action against your food service license. You have the right to appeal any violations listed.

Lola Bernstein

Received By: Lola
(Person in Charge)

Inspected By: Dawn Ransdell
Public Health Sanitarian

Date: 07/15/2013

Director's Report – Julie Farkas



And the WINNERS are...

Library Stars:

This award recognizes a staff person who has gone above and beyond in his/her job at NPL, meeting and/or exceeding expectations in his/her annual goals. Nominations for this award are received by the Department Head.

John D'Amico – IT/Facilities Team
David McCown – Support Services
Jennifer Preston – Information Services Team
Marcia Dominick - Administration

Customer Service Award:

This award recognizes an employee's exceptional customer service skills both for the internal and external customers of NPL. Nominations for this award are received by all library employees and the one with the most nominations is recognized.

Maureen Simari – Information Services Team

The staff members receiving these awards will be recognized at the Library Board meeting on Wednesday, August 21st at 7:00pm at the City of Novi. In addition, a recognition plaque will be created and displayed in the Library along with a recognition dinner hosted by Library Director, Julie Farkas, and Library Board President, Mark Sturing, scheduled for Wednesday, September 11th at 5:30pm at Steve & Rocky's in Novi.

Congratulations to our winners!



Novi Library Hosts a Movie Premiere

We have something very exciting happening at the Library on Saturday, August 24th! We were asked to premiere a documentary film called **The Wrecking Crew** which was directed by Denny Tedesco. The show time will be 7:00pm with a Q&A following the show with Director, Denny Tedesco. There is a \$10.00 ticket fee. Tickets will be sold at the Check-out counter at the Library. 50% of the proceeds from the ticket sales will go to the Library. We have an opportunity to raise \$1,000 if all 200 seats sell. We hope the Novi community will share in the one of a kind event. The Read a Latte Café will be open for attendees to purchase refreshments and popcorn will be served!

Out and About in Novi

This past month, members of the Management Team attended the grand openings of: The Cheesecake Factory, Arbor Dental and Qdoba. On July 26th, Julie Farkas, Margi Karp-Opperer and Mary Ellen Mulcrone attended the TLN annual membership meeting and picnic. On July 31st, Julie Farkas, Margi Karp-Opperer and Mary Ellen Mulcrone attended the Novi Youth Assistance Luncheon which recognized their teen summer camp program. Margi Karp-Opperer and Julie Farkas were special guest stars of Oakland County Commissioner, Kathy Crawford, at the American Women's Business Association dinner in Novi on August 14, 2013.

Beyond Books – Cable Station 13

To increase awareness of the Library, beginning in August, the Library will now air monthly segments of Beyond Books on channel 13. The show will be hosted by Julie Farkas, Margi Karp-Opperer and Christina Salvatore. Each month the program will highlight library information, services and programs. Special thanks to the City of Novi and SWOCC studios for working with the Library to get valuable library information out to our community.

Management Team Conference – August 13, 2013

The Management Team travelled to Troy, MI to attend a one day seminar titled, Personality Clashes in the Work Place. Below are a few points that made an impact on the team:

1. It is very hard to change an individual's attitude but not their behavior.
2. Do not reward the whiner.
3. Try not to take the criticism or conflict personally. (Q-tip principle: Quit Taking It Personally.)
4. Remember that facts trump emotion.
5. When one does observe personality clashes, ask "What is motivating the clash?"
6. Say what you mean and mean what you say without being mean.
7. Remember that you want to give feedback not criticism – feedback helps your staff and criticism only helps you.
8. It's not only words – facial expressions speak volumes – limit facial expressions when speaking or listening.
9. Practice, Plan and Perform -- determine your triggers then practice how you should respond. Body memory is important – need to make the response automatic instead of the reaction.
10. Before telling a joke, ask yourself – does it: humiliate, intimidate, mock, belittle, undermine or attack – sarcasm is not acceptable.
11. Recognize the styles of others and adjust your style to accommodate them. For example, if you are communicating with both direct and indirect communicators, you may need to send an e-mail with just bullet points but add an attachment with details.
12. Don't get involved in personality clashes unless your ability to do your job is affected.
13. Focus on facts. (**F**acts, **I**mpact, **R**espect, **R**equest)
14. Responding is based on training; try to respond rather than react.
15. Think about the best way to deliver feedback (instead of criticism)—including positive reinforcement that is related to the behavior that needs to change.
16. How to approach your Supervisor as well as those whom you supervise.
17. Helpful dialogs to be used in discipline or review situations.
18. When to participate in clashes and when to walk away.
19. When and how to ask for help.
20. Many of the tips provided will help with patrons as well as staff.
21. How to understand and identify the 4 personality types: Relater, Innovator, Analyzer and Driver
22. BELIEVE you are part of a winning team and you will begin to feel like you are on one!
23. When dealing with a employee that needs improvement – deal with the behavior that is creating the problem not the attitude.
24. Humor helps us keep problems in perspective.
25. Q-Tip: Quit Taking It Personally

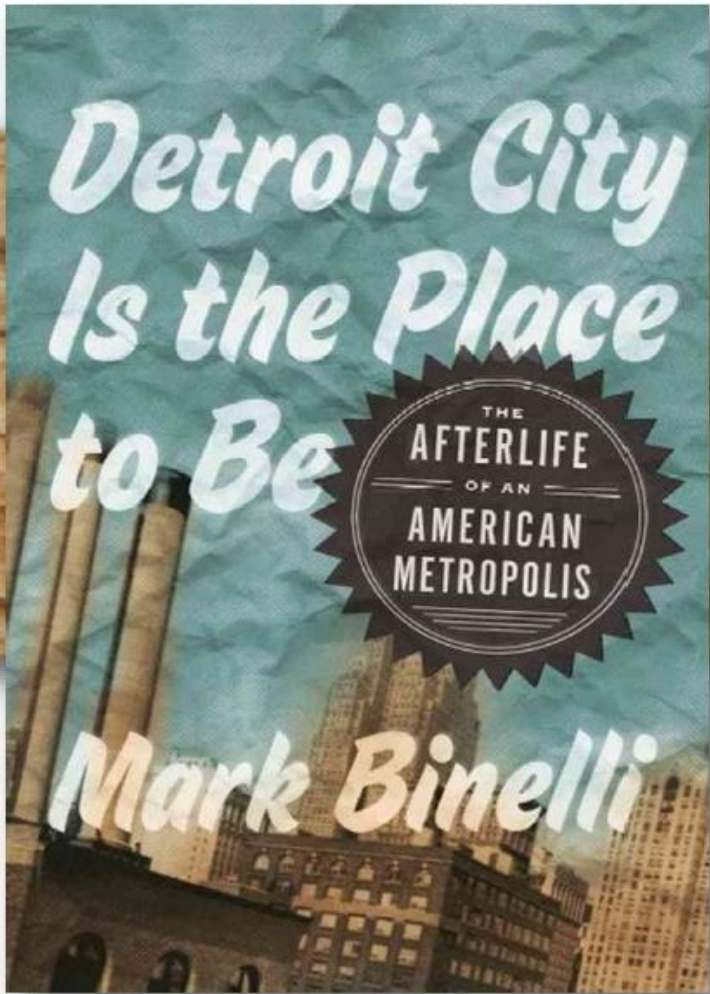
2013 Community Reads Book Announcement & Author Visit

Presented by: The Neighborhood Library Association

The Neighborhood Library Association (NLA) is pleased to announce their fourth annual Community Reads book selection. *Detroit City Is the Place to Be: The Afterlife of an American Metropolis* by Mark Binelli, is a compelling biography of a city as well as a profound commentary on postindustrial America. Binelli was born and raised in the Detroit area, and is a contributing editor for *Rolling Stone*. Five neighboring libraries are hosting book discussions and programs related to the book, culminating in a visit by the author at Novi Public Library on November 14.

Detroit City Is the Place to Be is a nuanced portrait of a once-great American industrial city that fell into decay decades ago, but which recently is experiencing a ray of hope despite the current financial situation. Binelli provides an easily-read tour through Detroit, from Henry Ford's auto and steel boom and the race riots of the 1960s and early '70s, to the dark ages of widespread crack addiction and the current resurgence led by enterprising idealists, urban farmers, and do-it-yourself go-getters.

"We are very excited about this year's selection, which we feel is particularly timely given the city's historic



bankruptcy filing," said Julie Farkas, Novi Public Library Director. "In light of all the national and international news swirling around about Detroit, this book should prove to be a very thought-provoking read and an intriguing book discussion."

The goal of the NLA's Community Reads is to bring communities together to read and discuss the same book. The NLA is comprised of Lyon Township Public Library, Northville District Library, Novi Public Library, Salem-South Lyon District Library and Wixom Public Library. Copies of the book are now available for checkout at each library. Book discussions and related programs begin September 4.

"I like Mark Binelli's book a lot. He covers the shrinking of Detroit, its downfall from the lofty peak as Arsenal of Democracy, with clear, expository prose and no axe to grind. A firefighter asks the author, 'You going fiction or non-fiction?' Binelli answers, 'No.' And the reply comes back, 'No one's going to believe it,'" says Elmore Leonard, author.

Mark Binelli will be available for a "Meet the Author" event on Thursday, November 14 at 7 p.m. at Novi Public Library. Please contact the Novi Library to register at 248-349-0720.

Everyone is welcome to attend these Community Reads events at the five area NLA libraries: *Detroit Underworld Diary* on Wednesday, September 4 at Salem-South Lyon District Library; *History of Fred Sanders' Confectionary* on September 26 at Novi Public Library; *A Current Look at the Pre-Depression Architecture of Detroit* on Thursday, October 3 at Salem-South Lyon District Library; *Detroit's Historical Woodmere Cemetery* on October 8 at Lyon Township Public Library; *Detroit: Where We've Been & Where We Are Headed* with Jack Lessenberry on October 15 at Northville District Library; *Unique Street Names of Detroit* on Wednesday, October 23 at Wixom Public Library, and *Meet the Author: Mark Binelli*.



Summer Reading means lots of materials checked out and lots of materials checked in. This was a photo taken following the library's closure due to the HVAC system being down. This would be a typical Monday! Special thanks to our Support Services staff for the countless hours of sorting and moving materials for our patrons. I am happy to report that a majority of these materials were returned to the shelves in less than 24 hours.

Social Media Policy

Purpose

The Novi Public Library is committed to using current forms of Social Media to be more accessible to library users and to promote library services and resources. This policy is intended as a supplement to existing library policies and as a guideline for best practices.

Definition of Social Media

Social media is defined as a web application, web site, or account that is created and/or maintained by the Novi Public Library which creates an environment where library staff and users can share opinions and information on library related subjects, events, or issues. Social media includes community created content sites like Blogs, YouTube, Wikis, Social Networks, Twitter, and other content sharing sites.

When you use social media your behavior and content is not only a reflection of you but also of (our) Library. This policy complements, rather than overrides, any existing requirements that you act professionally, respectfully and honestly.

Social Media do's

- Have a voice - Talk the way you would talk to real people in professional situations. Avoid overly pedantic or "composed" language. Don't be afraid to bring in your own personality. Be Courteous, helpful, calm, confident, and listen & ask questions.
- Be precise - Make sure you are accurate and check your facts (as well as grammar) before you post.
- Engage - Don't be afraid to add content that engages the user instead of directly promoting library services. Add content because you have something interesting to say, not for the sake of regular posting.
- Be Visual – Be succinct and use images, audio, and video to engage the user.
- Market your strengths – Provide some value. Don't talk down. Offer insight and create opportunities to become an expert.
- Be Prompt – If you need to moderate or respond to a comment do so as quickly as possible.

Social Media Don'ts

- Don't overshare - Maintain privacy, confidentiality and obtain permission to use other peoples content. If you aren't sure you can disclose something, just don't do it.
- Don't Bad Mouth – Keep the language clean & avoid insulting people or companies.
- Don't Spam – Keep in mind that certain Social Media applications are better suited for frequent posts than others. For example posting four or five times on Twitter in a couple hour span is less likely to turn off your users than doing the same thing on Facebook. Think about how often you would like to see content from other businesses and institutions show up on your feeds as a guideline.

Moderation

Moderation is the act of reviewing and approving content from others. Our aim is to promote community conversation, so we will remove content that:

- is abusive
- is off-topic
- contains personal and/or cultural attacks or insults
- promotes hate of any kind
- is offensive in nature or contains offensive language
- is spam
- is potentially libelous
- contains plagiarized material
- contains commercial content

Submitted by: Evan Smale, Electronic Services Librarian

LIBRARIES CHANGE LIVES

Declaration for the Right to Libraries

In the spirit of the United States Declaration of Independence and the Universal Declaration of Human Rights, we believe that libraries are essential to a democratic society. Every day, in countless communities across our nation and the world, millions of children, students and adults use libraries to learn, grow and achieve their dreams. In addition to a vast array of books, computers and other resources, library users benefit from the expert teaching and guidance of librarians and library staff to help expand their minds and open new worlds. We declare and affirm our right to quality libraries—public, school, academic, and special—and urge you to show your support by signing your name to this Declaration for the Right to Libraries.

1. Libraries empower the individual.

Whether developing skills to succeed in school, looking for a job, exploring possible careers, having a baby, or planning retirement, people of all ages turn to libraries for instruction, support, and access to computers and other resources to help them lead better lives.

2. Libraries support literacy and lifelong learning.

Many children and adults learn to read at their school and public libraries via story times, research projects, summer reading, tutoring and other opportunities. Others come to the library to learn the technology and information skills that help them answer their questions, discover new interests, and share their ideas with others.

3. Libraries strengthen families.

Families find a comfortable, welcoming space and a wealth of resources to help them learn, grow and play together.

4. Libraries are the great equalizer.

Libraries serve people of every age, education level, income level, ethnicity and physical ability. For many people, libraries provide resources that they could not otherwise afford—resources they need to live, learn, work and govern.

5. Libraries build communities.

Libraries bring people together, both in person and online, to have conversations and to learn from and help each other. Libraries provide support for seniors, immigrants and others with special needs.

6. Libraries protect our right to know.

Our right to read, seek information, and speak freely must not be taken for granted. Libraries and librarians actively defend this most basic freedom as guaranteed by the First Amendment.

7. Libraries strengthen our nation.

The economic health and successful governance of our nation depend on people who are literate and informed. School, public, academic, and special libraries support this basic right.

8. Libraries advance research and scholarship.

Knowledge grows from knowledge. Whether doing a school assignment, seeking a cure for cancer, pursuing an academic degree, or developing a more fuel efficient engine, scholars and researchers of all ages depend on the knowledge and expertise that libraries and librarians offer.

9. Libraries help us to better understand each other.

People from all walks of life come together at libraries to discuss issues of common concern. Libraries provide programs, collections, and meeting spaces to help us share and learn from our differences.

10. Libraries preserve our nation's cultural heritage.

The past is key to our future. Libraries collect, digitize, and preserve original and unique historical documents that help us to better understand our past, present and future.

*ALA Annual Conference, Chicago
July 2, 2013*

Public Services Report – Margi Karp-Opperer

The summer is coming to an end too quickly but fortunately, the summer reading program has been fantastic with patrons of all ages reading and enjoying our programs. What a wonderful time for all of us at NPL to strengthen our relationships with our Novi Community and for our community to see what a “jewel” NPL is.

Featured Adult Programs:

Facebook Basics

Henry Ford: The Rouge and His Village Industries

Reference USA Database Training

Special business/financial programs for the month included:

- a. Be a Money Smarty
- b. Four SCORE Business Mentoring

Monthly Adult Programs:

- Five Help for Families by OLHSA (Oakland Livingston Human Service Agency)
- Two ESL Book Discussions
- Three Knit 2gether Knitting Circles
- Three Adult Book Discussion Groups
- Monthly delivery of Novi Newbies' backpacks to St. John Providence Park
- One 1-on-1 internet class and one email instruction class
- Italian, German, Mandarin & Spanish Language Conversation Groups
- Novi Writers Groups
- Computer instruction classes (Intermediate Word 2010 and Intermediate Excel 2010)
- Two meetings were held this month for the Information Services Department

Featured Youth Programs:

- Tremendous Tuesday: Jason Kollum, Comedy Juggler
- Tremendous Tuesday: Fisherman & His Wife Theatre Show
- Tremendous Tuesday: Animal Adaptations with Howell Nature Center
- Tremendous Tuesday: Joe Reilly
- Camp Out Movie Night
- Miner Forty-Niner Storyteller
- Music and Movement for Young Children
- Two Book Chats (Partnership with Novi School District)
- Pirate Party
- Super Summer Story Time
- Two Get Crafty: Diggin' Those Dinosaurs

Monthly Youth Programs:

- Ten Preschool Playgroups
- Ten Storytimes for 12-23 month
- Ten Storytimes for 2-3 year olds
- Eight Storytimes for the 4 year olds and older
- One Kiddie Craft
- One Starlight Story Time
- One Lego Club

Tween and Teen Program:

- ❖ Tween/Teen Summer Movie
- ❖ See a Juggler, Be a Juggler
- ❖ Lords of the Sky – Birds of Prey
- ❖ One Book Chat (Partnership with Novi School District)
- ❖ Dig In – Make your Own Terrarium
- ❖ Geo-Caching Workshop and Fun

Featured Collections:

Adult: International Collections

Youth: DIG Into Reading SRP (Summer Reading Program)

Featured database:

Literature Resource Center

COMPARISON OF NEIGHBORING FRIENDS' GROUPS
August, 2013

Compiled by Margi Karp-Opperer

LIBRARY	MEMBERS	ACTIVE MEMBERS	BOOK STORE	ANNUAL DONATION
Northville District Library (Class 5)	229	79	Yes	Average: \$35,000
Wayne Public Library (Class 5)	65	15	No store: (book truck in lobby)	Average: \$5,000-7,000
Rochester Hills Public Library (Class 6)	700	300	"Museum Store" and book cart in lobby	Average: \$125,000
Canton Public Library (Class 6)	300	50	Yes	Average: \$50,000
Redford Township Public Library (Class 5)	80	15	Sat only. Also small kiosk display	Average: \$19,000
Farmington Community Library (Class 6)	1,040	Not Available	Friends shelves in main lobby. Quarterly book sales.	2012-13 \$105,000 Average: \$80,000
Novi Public Library (Class 6)	441	51	Yes	Average: \$20,000

Building Operations Report - Mary Ellen Mulcrone

As discussed at the July Board meeting, we experienced problems with our HVAC system that caused us to close the Library early on July 15th. It was determined that the problems stemmed from air filters that need to be replaced. Purchase of the new filters is in process. Thanks to the public for their patience with this unplanned disruption of service, and special thanks to our staff for their perseverance in working under very difficult conditions: the heat of that day and all the extra work to catch up and clean up from being closed unexpectedly.

We have been working with Servpro of Novi to produce an emergency response plan for the building. They have provided us with paper copies of an Emergency Ready Profile that pulls together in one place all the information needed to contact emergency services, utilities, and other service providers. The profile includes handy information for building access, shut-off locations, etc. There is also a phone app making the profile available to Library managers.

Many routine tasks, such as carpet cleaning, bathroom sanitizing, weeding, etc. have occurred, as usual. In addition, elevators were inspected and received quarterly preventive maintenance; the patio and patio furniture were power washed, and weeds were removed from the patio surface; the dead plants/shrubs and tree were replaced by Great Oaks Landscaping; the pot hole repair near the sidewalk at Ten Mile Rd. was completed by Nagle Paving.

Numerous carpet tiles have been replaced throughout the building, as needed, when they cannot be cleaned. One area that has been a continuing problem is in the east meeting room where refreshments are often served during programs and rentals. To aid in preventing future problems in this area, we can now provide vinyl runners of varying lengths to protect the carpet from spills.

We received proposals for a new copier contract and opted to re-sign with Konica-Minolta, our current vendor, as they are able to most economically provide all that we require.

A number of computer training sessions were provided to the public, including Skype Essentials, Drop-in Computer Lab, and Tech Time.

The READ Box at Lakeshore Park continues to be popular and is seeing quite a bit of action. We placed about 150 books there in July. While reading continues at the park, our Summer Reading Program has officially ended. This hugely successful program kept everyone on their toes with all the extra circulation, returns, and shelving that it generated. Now we gear up for the new school year rush.

September brings two major changes: our extended hours begin with the first weekend, and we will begin requiring that library cards be presented for service as of September 3rd. To aid in the transition, new barcode scanners that are able to read library cards scanned into mobile phones or other electronic devices have been installed at the Checkout Desk, Self-Checkout Stations, Drive-Up Window, and Information Desks.

We welcomed three new staff members: Afrina Bhuiyan, Shelver; Noelle Monforton, Support Services Supervisor; Matt Vuich, Facilities Assistant.

Support Services Statistics 2013-2014

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	TOTAL
Cards Issued	477												477
Items checked out	83,150												83,150
Items borrowed	5,007												5,007
Items loaned	5,545												5,545

Support Services
Statistics

JULY, 2013

	2013	2012		2013	2012
No. of lib. cards issued	477	466	READ Box	Adult 54	0
Total no. of checkouts	83,150	83,350	(unveiled June 6, 2013)	Youth <u>105</u>	<u>0</u>
			capacity approx. 30	159	0
			bks.		
No. of items borrowed	TLN 4916	5053			
	MeL <u>91</u>	<u>142</u>			
	5,007	5,195			
No. of items loaned	TLN 5,441	5,585			
	MeL <u>104</u>	<u>259</u>			
	5,545	5,844			

Self-Check Totals 2013-14 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	83,150	63.67%	52,942	11,452	9,610	5,395	13,565	10,448	2,472
August									
September									
October									
November									
December									
January									
February									
March									
April									
May									
June									
FYTD	83,150	63.67%	52,942	11,452	9,610	5,395	13,565	10,448	2,472

Library Usage

2012-2013 Fiscal Year					2013-2014 Fiscal Year				
	Monthly Total	Daily Average	Hours Open	Days Open		Monthly Total	Daily Average	Hours Open	Days Open
July	38,858	1,495	254	26	July	37,620	1,447	254	26
August	33,175	1,229	261	27	August			250	26
September	31,011	1,108	244	28	September			264	28
October	32,303	1,042	281	31	October			297	31
November	32,454	1,119	244	29	November			257	28
December	26,501	1,019	229	26	December			259	28
January	30,017	1,001	270	30	January			283	30
February	31,795	1,136	248	28	February			264	28
March	32,587	1,124	255	29	March			289	31
April	35,701	1,190	270	30	April			272	28
May	31,290	1,118	258	28	May			268	28
June	33,528	1,341	239	25	June			267	28
FYTD Total	389,220	1,248	3,053	337	FYTD Total	37,620	1,447	3,224	340

Number of Computer Logins					
2013-2014 Fiscal Year					
	Workstations	Wireless	Lending Laptops*	Total	Daily Average
July	5,549	24,600	6	30,155	1,160
August					0
September					0
October					0
November					0
December					0
January					0
February					0
March					0
April					0
May					0
June					0
FYTD Total	5,549	24,600	6	30,155	1,160

Early Literacy Workstation Usage							
2012-2013 Fiscal Year				2013-2014 Fiscal Year			
	Sessions	Time (In Minutes)	Average Session (In Minutes)		Sessions	Time (In Minutes)	Average Session (In Minutes)
July	927	24,950	26	July	980	24,485	24
August	1,006	25,947	25	August			
September	749	17,162	22	September			
October	829	19,488	23	October			
November	834	20,451	24	November			
December	683	15,603	22	December			
January	838	20,713	24	January			
February	855	18,745	21	February			
March	865	18,503	21	March			
April	890	20,933	23	April			
May	754	15,805	20	May			
June	912	21,374	23	June			
FYTD Total	10,142	239,674	24	FYTD Total	980	24,485	24

Technology Sessions 2013-2014 Fiscal Year

	Tech Time	eReader	VHS to DVD	Skype	Paint.NET	Drop-In Lab	Staff Training	Impromptu	Total Classes	Total Patrons
Jul	4	1	1	0	1	2	9	5	23	
<i>patrons</i>	3	2	11	0	4	6	9	5		40
Aug										
<i>patrons</i>										
Sep										
<i>patrons</i>										
Oct										
<i>patrons</i>										
Nov										
<i>patrons</i>										
Dec										
<i>patrons</i>										
Jan										
<i>patrons</i>										
Feb										
<i>patrons</i>										
Mar										
<i>patrons</i>										
Apr										
<i>patrons</i>										
May										
<i>patrons</i>										
Jun										
<i>patrons</i>										

Sessions	4	1	1	0	1	2	9	5	23	
<i>Patrons</i>	3	2	11	0	4	6	9	5		40

2013-2014 Fiscal Year								
	Freegal		OverDrive				Zinio	
	Check-outs	Number of Patrons	Consortium Collection	Advantage Collection	Total OverDrive	New Users	Novi Checkouts	Consortium Checkouts*
July	1,696	280	1,825	583	2,408	126	450	4,984
August								
September								
October								
November								
December								
January								
February								
March								
April								
May								
June								
FYTD Total	1,696	280	1,825	583	2,408	126	450	4,984

*Includes: Bloomfield Township, Howell, Rochester Hills, Orion Township, Saline, Canton, Auburn Hills, Waterford Township, Novi, Salem-South Lyon, Commerce Township

Charging Stations Usage			
	2011-12	2012-13	2013-14
July		3	3
August		2	
September	3	8	
October	1	3	
November	7	3	
December	1	3	
January	8	4	
February	7	3	
March	11	4	
April	5	3	
May	8	1	
June	4	1	
Total	55	38	3

Meeting Room Rentals 2013-14FY	
July	29
August	
September	
October	
November	
December	
January	
February	
March	
April	
May	
June	
Total	29

Meeting Minutes of July 10, 2013

DRAFT

I. Call to Order—Pat Brunett

Present: Pat Brunett, Barb Brunett, Julie Abrams, Evelyn Young, Carol Bauer, Gale Ford, Jim McLean, Evelyn Cadicamo, Carol Hoffman, Bob Cutler, Marilyn Amberger
Absent: Sue Johnson

II. Minutes of May 8, 2013—Julie Abrams

Motion to accept—Julie Abrams, second—Carol Hoffman. Passed 11-0.

III. Treasurer's Report—Marilyn Amberger

A. Checking Account \$13,359.86

Savings Account	5,425.51
CD Account	<u>10,153.50</u>
Total	\$28,938.87

Motion--Bob Cutler; second—Barb Brunett. Passed 11-0.

B. Quicken Bookkeeping: Sue Johnson will train Marilyn Amberger on the new system.

IV. Reports

A. Library Board—Larry Kilgore

Board finished goal setting. Larry presented and discussed strategic objectives. See attached.

B. Library Director—Julie Farkas

- Board and Library working together toward goals.
- Library has initiated cooperative sponsorship of arts and cultural activities with the Arts and Cultural Commissions.

C. Assistant Library Director—Margi Karp-Opperer

- Fall for Novi will be September 21 from 11am-2pm. Homeowners breakfast in the morning.
- Summer reading programs doing well. More than 1,000 registered.
- Henry Ford—Celebrating 150 years since his birth. Speaker coming July 17 at 7:00pm to speak of Ford's accomplishments and his employment of so many workers.

D. Book Nook—Carol Hoffman

- Fewer fiction books coming in because of Borders closing.
- Non-fiction books still coming in but need more classification.
- Spinner shelves worked well for July book sale.
- Most all mornings are covered by volunteers.
- November 16 is the annual book sale.
- For the books in the locked glass case, there is a form to expedite the delivery of those books to our patrons. Carol Bauer responds to requests.
- Joyce Cherf made a list of shelving procedures.
- Sixty Book Nook volunteers are on the list; only twenty sign up to work.

- Book Nook needs additional space for books. Additional shelving is needed. An area for large print books is planned.
- Proposal for permanent shelving at the cost of \$1,697.

Motion: Accept proposal for shelving at a cost not to exceed \$1,700

Motion—Carol Hoffman; second, Marilyn Amberger. Motion passed

- Books no longer needed by the library for their collection may be sold on-line with a 50/50 split of profits.

Motion: Enter into a contract with Motor City Books LLC.

Motion—Marilyn Amberger, second—Bob Cutler Motion passed 11-0.

E. Membership—Pat Brunett

Requested meeting with Membership Committee to consider if dues schedule should be amended or adjusted as a necessary step toward implementing the PayPal program.

F. Patio Party/Gala—Barb Brunett

Discussion regarding necessity of having two parties during the year

Motion: Eliminate Gala for 2013 and have only one large fall party in 2014.

Motion—Barb Brunett, second—Marilyn Amberger Motion passed 11-0.

G. Scholarship—Evelyn Young

Discussion regarding use of scholarship money

Motion #1: Reduce the \$2,000 scholarship to \$1,000. Motion—Evelyn Young, second—Barb Brunett. Motion passed 11-0.

Motion #2: Contribute \$1,000 to support the library's summer intern program.

Motion—Carol Hoffman, second—Barb Brunett Motion passed 10-1

Motion #3--Criteria for scholarship: A scholarship shall be given to a Novi resident graduating senior who is from an accredited high school and has indicated an interest in Library Science, Information/Knowledge Management, Education, Literacy, Language Arts or other related areas. The student should have a 3.0 GPA in high school, include an official copy of his/her high school transcript and furnish a letter of recommendation from 2 (two) teachers. The student is also asked to submit a short essay describing his/her goals and aspirations in the chosen field. Financial need may be a consideration.

Motion—Evelyn Young, second—Carol Hoffman. Motion passed 11-0.

H. President—Pat Brunett

- Memorandum of Understanding—Discuss at next meeting.

- Newsletter—Due out in August. Articles are requested.

V. Fundraising Opportunities

The following discussions will be postponed until the next meeting:

- Kroger card
- Gift idea for Book Nook—calendars
- Plastic book bags

VI. Announcements

Julie Farkas read article sent to Novi News describing the value of The Friends to the Library.

VII. Next Meeting: To be held in September 11, 2013. (No August meeting.)

VIII. Adjournment: 9:00pm Motion: Julie Abrams, second—Marilyn Amberger. Passed—11-0.

Submitted by:

Julie Abrams, Secretary

LETTERS TO THE EDITOR



The Friends Library Board (l to r, back): Bob Cutler, Pat Brunett, Carol Hoffman, Evelyn Cadicamo, Sue Johnson; (front) Gale Ford, Marilyn Amberger, Julie Abrams, Barb Brunett, Carol Bauer, Evelyn Young and Jim McLean.

Thank you, Friends

The Friends of the Novi Public Library is a group of over 400 members, of which many are dedicated volunteers who give of their time and talents to help advocate for and support the Novi Public Library. The group has been in existence since the library began serving the Novi community in 1960.

Over the years, the Friends have helped the library with sponsoring programs, purchasing furniture and technology, fundraising and promoting the library's many events and resources.

In December 2012, the Friends gave a generous gift of \$20,000 to the library. The Friends have been on-going sponsors of Listen @ the Library (a concert series in association with the Chamber Music Society of Detroit), Community Reads, Battle of the Books, Summer Reading and Novi Newbies - just to name a few.

One of the many projects that the Friends dedicate time to is the Book Nook - a used book store inside the library. This store offers great books at reasonable prices.

It is with Friends like these that our library continues to be a relevant and vibrant source of information, education, recreation and entertainment for our residents. A special thank you goes out to our amazing Friends Board who guides the decisions of the Friends group. They are true champions for our Novi library!

For more information on the Friends of the Novi Public Library, visit www.novilibrary.org.

Julie Farkas

Novi Public Library director

Justice does have 20/20

been told on his cell phone by his girlfriend that he is probably being chased by an adult, white, male, gay person and that he should run home, which probably scared him.

Person B does not listen. Person B is now on top of Person A, and is banging his head against the concrete. Person A is now bloodied, and screaming for help. No help comes.

Person A now has to make a split second decision. Should lethal force be used, or should he continue to fight? Person A also knows that Person B might grab his weapon, and kill him with it.

In this case lethal force was used by Person A, and as a result, Person B is shot and killed.

As a result of all of the above being presented to the jury, to which they debated in great detail, they unanimously came to the conclusion that Person A was not guilty of any charges.

In this specific case, the justice system had perfect vision based on the facts.

No race, no maybes, no emotions. End of story.

However, it is not the end of the story for many organizations that love to stir up the racial pot to a point of actually pushing for a second trial. This is called double jeopardy and is unconstitutional.

Paul Thal
Novi

Plan for Sunshine Week

I have an issue with the way news media present such rosy prospects for FOIA (Freedom of Information Act) each year during Sunshine Week. Year after year, optimism is based, not on new ideas to improve FOIA being enacted into law, but merely on a new bill with a short shelf life being introduced or reported out of committee.

ning for it.

Jim Lang
Livonia

A note to the sheriff

We all knew it was going to happen, so when tragedy struck on Sylvan Lake on July 13 it was really no surprise. Your office's suspension of lake marine patrols a few years ago was a very serious and unconscionable thing to do. There certainly were other ways to save your budget dollars than to put the safety of our citizens at risk.

I have lived in Oakland County for 27 years on Duck Lake in Highland Township, and we had always been fortunate to have marine patrols (and a sheriff's boat docked on our lake) to help control the safety. I believe this was a way to make sure that those with poor judgment were being spot checked and I think it helped people do the right thing. In the three summers since you have suspended our patrols, I have seen the behavior and judgment of the boat and PWC operators deteriorate and I think it is because there is no one on the lake to stop them and write up a violation.

I continually see no spotters on boats pulling skiers, boarders and tubers. People are cutting each other off and not following the simple rules of the water to go counter-clockwise. All these elements that added up to tragedy on Sylvan Lake and will continue to happen.

As a lakefront property owner, I pay a much higher property tax rate than my fellow neighbors not on the lake. With that expense should come some additional services such as the marine patrols. That is a very fair and reasonable request. I have already paid for those patrols. I should not have to pay again to

That's how insur-

allowing motorcy- of helmets. No one crash in which the nd no one wants to rrcyclist is tooling ster. Logic dictates

ion the off-chance motorcyclists 21 without a helmet if 0 in medical pay-

: all riders to wear ets for some mo- New Hampshire

urious enough to out the impact of igan's new law, Highway Loss Da- Institute (HLDI) ducted a study and pared its results 1 other states, in- ling Iowa, Indiana, ois and Wiscon- It also considered ors including the and class of mo- cycles, rider demo- phics and weather es. The study also c into account the orcycle riding son in Michigan.

The HLDI's results eye-opening. rral medical pay- ts were 50 per- t higher than ex- ted for Michigan r the law changed April 2012. HLDI archers qualified ne of the increase risk because colli- m increased about

e it very clear that ent overall losses ent increase in the llowing the change who chose to ride sed their medical : required \$20,000

olicy limits, HLDI claim severity is es- st in 15 months - esults are "consis- t crashes after the vere injuries as a

sed claims and the into increased in- i drivers who have g is on the wall - tors debate wheth- rance.

helmet is uncom- t for some vehicle uncomfortable and ts have proven to verity of injuries, ally statistically - e of brain injuries. ndation, which ad- ds fast to its belief

Student Representatives Report

Written by: Ziyang Huang and Jessica Mathew

July Recap:

Overall, this was probably one of our strongest summers ever in terms of consistent attendance at our tween and teen programs. We also heard compliments time and time again from our patrons about the variety of interesting programs we had. So it will be a lot to live up to when planning for next summer, and hard to top!

Programs:

July was filled with lots of fun programs starting with the Hot Summer movie where the kids watched *Oz the Great and Powerful*, this event had a great turnout with 51 teens in attendance. Next, we had the See a Juggler, Be a Juggler program where kids had a workshop on how to juggle. This program was a big hit with a total of 58 children in attendance. The Birds of Prey event was a success with a total 75 people who came to see the live hawks, vultures, hawks and many more!

We also had the Make your own Terrarium program where the teens were able to master the art of gardening. This program saw 40 enthusiastic participants. Finally, we had our Geocaching Workshop where you learned the in and outs of Geocaching. This event also had a good turnout with 55 tweens/teens in attendance.

Volunteers:

We would like to give a BIG thank you to all the volunteers who came out to help run the Summer Reading Program. This month we had a total of 90 teen volunteers who helped keep this program run smoothly.

City of Novi Historical Commission Minutes
June 26th, 2013

Call to Order: The Novi Historical Commission was called to order at 2:03 pm, in the renovated Local History room.

Attendees: Members: Roy Prentice, John MacInnis and Kathy Crawford. Liaison: Betty Lang. Student Rep. Namratha Atluri, Absent: Lynne Boyle and the 2nd Student Member

Agenda: Kathy Crawford moved to approve the Agenda, second by John M, all approved.

Approval of Minutes: moved by Kathy Crawford, Sec John M to approve the Minutes of May 15th, 2013 - all approved.

Finance Report: the Quarterly finance report from the city indicated that we had 6741.02 remaining at the end of the 2012/13 fiscal year. There are some additional small expenditures anticipated that will still be charged against the 2012/13 fiscal year.

Liaison Report: Betty Lang reported there will be a talk from the Abrams library Friday and Saturday July 12 & 13 on Michigan History. Also Betty is looking for names of Volunteers who are willing to work in the Local history Room. We are looking for Events to host and Speakers for the Local history Room.

Updates & Discussion:

Local History Room Open House: 6/27/13 5:30 till 7:30 PM, the Open house will start in the Main Auditorium of the Novi Library. Roy Prentice and Julie Farkas will welcome the visitors. There will be a power point display running in the Local History room put together by Roy Prentice. The wooden nickel handouts will not be ready for the Local History Room Opening Ceremony.

Library Display Cabinet: beginning July 1st, there will be Civil War Display installed in the Novi Library's history cabinet by the Detroit Historical Museum. It is anticipated that the display will run until August 31, 2013. This display, sponsored by the Novi Historical Commission, will focus on Vicksburg and the Gettysburg battles which took place 150 yrs ago this month. A display on the war of 1812 is the next planned installation in the historical cabinet.

New Business: Brochure Discussion, Roy met with Julie Farkas and Sheryl Walsh about the status of printing the historic Novi places brochure. The library will be hosting a talk on July 17th on Henry Ford I 150th Birthday. The topic of the talk will be the Village Industries which he developed.

Kathy Crawford reported on the progress that she has made securing speakers for the Commission's speaker series. She has secured two speakers for fall, 2013. She is investigating a speaker from a Women's Organization in Lansing for Jan or Feb of 2014.

Motor City Marker: there have been calls from Joe Hines requesting further information on the displays.

It was mentioned that a discussion with Jason Mangum should be conducted regarding work that could be done in the historic Novi cemeteries. It was suggested by John MacInnis that the Novi

township hall needs to be painted. Kathy Crawford reminded us that the oral histories collected at the Novi/Northville HS 50th anniversary reunion held on Oct 12th will be videotaped by SWOCC.

Meeting ended at 3:30 PM

Next meeting: July 26th, 2 PM, Novi Library

Respectfully submitted, John R. MacInnis, Member

Bits and Pieces

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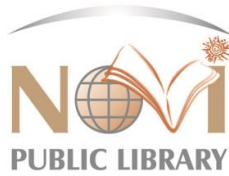
Annual TLN Membership Meeting and Picnic

It's not too late for registering to attend the 2013 TLN Membership Meeting and Picnic on **Friday, July 26**. This event is a great way to network with your TLN family of directors. Get caught up on the efforts to promote public libraries when Gail Madziar, the new MLA Executive Director, details the MLA advocacy and member service focus. Will Mary Ellen Mulcrone defend her title as "TLN Jeopardy Queen?" Geek the Library was a successful nationally supported advocacy campaign ... is there any follow up planned? MAP – will it work as an automated, minimal collateral program? We look forward to your attendance. For last week attendance confirmations (we need to know what lunch you want) email our host, Tina Theeke, at Tina.Theeke@farmlib.org or call Jim Pletz at 248-536-3100 ext. 107. Remember, the TLN Annual Membership Meeting and Picnic is scheduled, rain or shine for **11:00 AM, Friday, July 26** at the Heritage Park, 25099 Farmington Road (Between Ten and Eleven Mile) in Farmington. Rain venue, if required, Farmington Community Library, 32737 W. Twelve Mile.

Continuing Education and Professional Development – Spring 2013 Series

Special THANKS to **Rebecca Davies** (3 sessions of the Mission and Role of a Supervisor) and **Marilyn Suttles** (2 sessions of Customer Service Basics with Julie Farkas) both of whom generously donated time and effort; **Steve Harper**, TLN Treasurer for his dynamic Board Roles and Relationships class; and member library staff **Julie Farkas**, **Christine Hage**, **Maria McCarville** and **Colleen Stringer** for sharing of their expertise with workshop attendees. What we learned from over 150 attendees and staff:

- Holding classes in early March attracted minimal attendance with the exception of the top attended workshop, the March 20 Customer Service Basics
- Geographic location held little relevance to attendance – Novi Customer Service Basics attracted 66%+ from outside Oakland County and included 4 attendees from SLC while the Hamburg Township attracted no one from Livingston County
- Canton Public Library had the highest record of attendees with 18, followed by St. Clair County with 16 and Belleville Area District Library with 13 attendees
- Attendance momentum built up over time, with Genreflecting starting at 2 attendees, moving to nine and ending with 14; Supervision starting with 9, moving to 14 and ending with 16
- Attendees like to know the set time for the class, in advance, and prefer 3 hours
- Board Roles and Responsibilities needs to be broken up into two distinct target markets – board members and library directors to improve dialogue and dynamics
- Starting all classes at 1:00 PM may be a detriment to full attendance – look at greater flexibility in time and week day versus week end scheduling
- Three workshops were hosted by libraries without their library having an attendee



Library Board Calendar

2013

August 31
August – October

Library Closed
Community Reads Program

September 1
September 2
September 18

Library Closed
Holiday – Labor Day, Library Closed
Library Board Regular Meeting

October 23

Rescheduled Library Board Meeting; Novi Public Library

November 5
November
November 14

General Election Day
Annual Library Report – City Council Meeting, TBD
Community Read – Mark Binelli – *Detroit City is the Place to Be; The Afterlife of an American Metropolis*
Library Staff In-Service, Library Closed

November 15
November 20
November 27
November 28

Library Board Regular Meeting
Holiday – Thanksgiving Eve, Library Closes at 5 p.m.
Holiday – Thanksgiving, Library Closed

December 18
December 18
December 24
December 25
December 31

Library Board Regular Meeting
Library Director – Mid-year Review
Holiday – Christmas Eve, Library Closed
Holiday – Christmas, Library Closed
Holiday – New Year’s Eve, Library Closed

2014

January 1
January 15

Holiday – New Year’s Day, Library Closed
Library Board Regular Meeting

February – March
February 19

Budget Study Sessions, TBD
Library Board Regular Meeting

March
March 19

Budget – approved to be provided in April to Council, TBD
Library Board Regular Meeting

April
April 13-19
April 16
April 19
April 20

Budget presented to Council, TBD
National Library Week
Library Board Regular Meeting
Library Closed
Holiday – Easter, Library Closed

May 11
May 21
May 25
May 26

Holiday – Mother’s Day, Library Closed
Library Board Regular Meeting
Library Closed
Holiday – Memorial Day Observed, Library Closed

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

Historical Commission meets the fourth Wednesday of the month, 2 p.m. at the Library