

Agenda

Novi Public Library Board of Trustees--Regular Meeting
Wednesday, September 16, 2015
at 7:00 p.m.
City of Novi, Council Chambers
45175 W. Ten Mile Road, Novi, MI 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
 - A. Approval of Claims and Warrants L534.....4-6
 - B. Approval of Regular Meeting Minutes – August 19, 2015.....7-13
- 5. Correspondence
 - A. Thank you letter from Rochelle Vallance, Recreation Supervisor – City of Novi..... 14
- 6. Presentation/Special Guest
 - A.N/A
- 7. Public Comment
- 8. Student Representatives Report 15
- 9. President's Report
 - A. Goals Update – August 2015.....16-22
- 10. Treasurer's Report
 - A. Library Budget Fund 268 - 2015-2016 23-25
 - B. Library Fund 268 Expenditure & Revenue Report (August 31, 2015) 26-29
 - C. Contributed Fund Budget 269 30-31
 - D. Contributed Fund 269 Expenditure & Revenue Report (August 31, 2015) 32
 - E. Balance Sheets 33-34
- 11. Director's Report..... 35-37
 - A. Public Services Report 38-39
 - B. Building Operations Report..... 40-41
 - C. Library Usage Statistics..... 42-51
 - D. Friends of the Novi Library N/A
 - E. Novi Historical Commission N/A
- 12. Committee Reports
 - A. Policy Committee (Lesko, Michener– Chair)
Update: No report

- B. HR Committee (Michener, Verma – Chair)
Update: 2 staff meetings have been held. A third is scheduled for mid-September. Staff is currently gathering information and noting suggested changes and will look to work with the committee in mid-October to begin full review of the policy manual.
- C. Finance Committee (Sturing, Lesko, Messerknecht - Chair)
 Update: No report
- D. Events/Marketing/Fundraising Committee (Funk, Lawler, Michener – Chair)
Update: Committee met on 8/28/15 to discuss a possible fundraising initiative with a Lending Library concept. Julie presented a demo and is looking to schedule a 2nd company for comparison, as well as a tour of a library locally. Future events were shared for board participation/support. A draft of a marketing plan was submitted for committee feedback. Next meeting: Thursday, September 24th at 9:00am
- E. Strategic Planning Committee (Lawler, Funk- Chair)
Update: 1st public update meeting was held on 8/26/2015. Approximately 25 people were in attendance. Information is being gathered and will be shared following the 2nd update session scheduled for Wednesday, September 23, 2015 at 7:00pm at the Library.
- F. Building/Landscape Committee (Funk, Messerknecht – Chair)
 - 1. See Mary Ellen Mulcrone's update.....40-41

13. Public Comment

14. Matters for Board Action

- A. Library closures for 2016 36-37

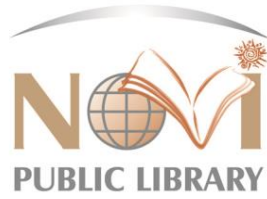
15. Adjourn

Supplemental Information:

- TLN Bits & Pieces by Jim Pletz, Director – August/September.....53-54
- Novi Artist David Barr Passes Away at 75, Novi News.....55-57
- Library Board Calendar 58-59

Future Events:

- Historical Commission regular meeting – Wednesday, September 23rd at 7:00pm, Novi Library
- Strategic Planning Public Update Meeting – Wednesday, September 23rd at 7:00pm, Novi Library
- Authors LIVE event – Wednesday, October 7th at 12:00, Fox Run of Novi (ticketed event)
- Friends of Novi Library regular meeting – Wednesday, October 14th at 7:00pm, Novi Library
- Library Board of Trustees regular meeting – Wednesday, October 21st at 7:00pm, City of Novi
- Friends Gala (by invitation only) – Friday, October 23rd at 7:00pm, Novi Library
- JFK exhibit opens to the public at Novi Library – Saturday, October 24th
- Michigan Library Association conference - October 28th – 30th, Suburban Collection Showplace
- MLA Hats Off to Learning reception – October 29th at 7:00pm **LIBRARY CLOSSES at 5:00pm**
- Community Reads event – Tuesday, November 17th at 7:00pm, Novi Library
- Light up the Night – Friday, December 4th at 6:00pm, City of Novi and Novi Library



Inform. Inspire. Include.

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

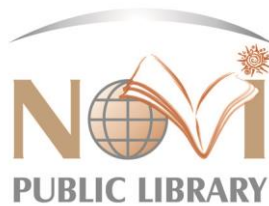
<http://www.novilibrary.org>

Warrant 534	268 Accounts	Sept 2015	
Payable to	Invoice #	Account #	Total
Global Office Solutions (8/20/15)		727.000	
Staples (8/18/15)	HP ink cart		\$ 119.99
Imagesoff Licensing and Maintenance (7/21/15)	OnBase 7/1/15-6/30/16	734.000	\$ 660.00
SunTel Services (7/31/15)	Find Me		\$ 495.75
VidCom Solutions, Inc. (8/18/15)	ser call		\$ 569.69
Amazon.com (8/6/15)	cable DVI	734.500	\$ 63.96
Groupon (7/1/15)	Otterbox		\$ 20.11
Rutkowski, Barbara	ArmorActive		\$ 299.96
SunTel Services (8/13/15)	followme+		\$ 760.97
Tech Logic Corp (8/21/15)			\$ 3,207.40
AccuCut (8/12/15)	Info Ser; Fr WL	740.000	\$ 165.00
Research Technology International (7/30/15)	Disc Repair		\$ 65.75
Sam's Club (8/26/15)	Coffee Urns(2); + misc		\$ 254.44
Sanitor (7/27/15)			\$ 171.18
Amazon.com (7/27/15)		742.000	\$ 1,164.07
Barnes & Noble (8/13/15)	outreach; 32 copies; Mstorch		\$ 374.40
Bridgeall Libraries Ltd. (6/8/15)	7/1/15-6/30/16;contract3/3; Coll.HQ		\$ 8,775.00
Brodart (8/20/15)			\$ 11,195.72
Center Point Large Print (8/1/15)			\$ 671.67
City of Novi	donations in honor/memory		\$ (80.00)
Ebsco (7/13/15)	Michigan Fam Law		\$ 1,843.45
Gale/Cengage (2/10/15)	14-15 fy		\$ 418.76
Gale/Cengage (8/21/15)			\$ 1,537.94
Ingram Library Services (7/22/15)	Comm Read/Lisettes List		\$ 1,624.00
Northville District Library		742.100	\$ 21.00
Walled Lake City Library			\$ 4.99
Wixom Public Library			\$ 39.97
April Smith (8/18/15)	News/FP Sept-Nov 2015	743.000	\$ 182.00
Ebsco (8/3/15)	15-16 order		\$ 13,285.26
Library Ideas (7/1/15)	Freegal 7/1/15-6/30/16	744.000	\$ 8,400.00
Midwest Tape (8/17/15)			\$ 1,141.66
OverDrive (7/17/15)			\$ 4,632.74
The Library Network (8/26/15)	ann overdrive ; 8/15- 7/16		\$ 8,200.00
Amazon.com (7/26/15)		745.200	\$ 279.96
Midwest Tape (5/19/15)	14-15 fy		\$ 11.99
Midwest Tape (7/28/15)			\$ 2,206.51
Bright House Networks (8/26/15)	September	801.925	\$ 29.85
Merchant Billing Statement	4-Aug-15	802.100	\$ 427.26
H&K Janitorial Service, Inc. 7/31/15)	7/1/2015	817.000	\$ 3,900.00

AT&T (8/13/15)	DTE; 7/14-8/13/15	851.000	\$ 27.18
TelNet Worldwide (8/15/15)			\$ 576.71
Verizon Wireless (7/28/15)	6/29-7/28/15		\$ 516.09
JanWay	ref for overpyt of gr bags; 14-15fy	880.000	\$ (260.00)
Muniweb (8/7/15)	July 2015		\$ 547.50
YP (8/5/15)	8/25/15 cc		\$ 63.00
ALA Store (8/12/15)	Bookmarks; banned books/teen	880.268	\$ 47.00
Alberga, Kathleen	youth program		\$ 28.50
American Library Assn.	Shark Bowl prize		\$ (2,000.00)
Astute Artistry	yth pgm; Zombie; 10/24/15		\$ 300.00
Bauss, Kathryn	youth programming		\$ 126.52
Busch's Market	Strategic Planning; 8/26/15		\$ 13.47
Durrett, Erin	yth pgm; Star Wars; 10/10/15		\$ 19.00
Kroger	yth; Library Card sign up mth		\$ 75.00
Library of Michigan Foundation	adt pgm; E. Lang res		\$ 100.00
Magento (8/12/15)	youth programming		\$ 141.37
Mutch, Kathleen	Writing Pgm - a; Oct/Nov		\$ 200.00
Novi Community Schools	Spark Pgm; J. Ratey; 1/2 bal; 14-15 fy		\$ (2,756.84)
Petlewski, Kathy	adt pgm; SM Geneo; 10/22/15		\$ 50.00
Stevenson, April	SRP finale gift cards (5)		\$ 250.00
Walmart (7/15/15)	youth programming		\$ 16.04
Car's Motorcoach, LLC	OntheRoad;10/9/15	880.271	\$ 650.00
Toledo Museum of Art	OntheRoad;10/9/15		\$ 575.00
Toledo Tours	OntheRoad;10/9/15		\$ 75.00
Alex Delvecchio Ent, LLC (6/16/15)	staff badges;15-16 fy	900.000	\$ 131.91
Engraving Connection (8/5/15)	Star		\$ 145.50
Konica Minolta (8/1/15)	August		\$ 574.32
VistaPrint	Ramsay business cards (250)		\$ 22.99
Consumers Energy (8/13/15)	7/9-8/7/15	921.000	\$ 199.18
DTE Energy (9/1/15)	7/24-8/24/15	922.000	\$ 9,168.72
Aero Filter, Inc. (8/5/15)		934.000	\$ 3,014.64
Cintas (7/31/15)			\$ 712.17
Dalton Commercial Cleaning Corp. 8/10/15)	monthly		\$ 2,245.00
Library Design Associates, Inc. (8/26/15)	refinish ser. Desks		\$ 1,125.00
Lyon Mechanical (7/30/15)	7/23/15 serv date		\$ 461.02
Orkin (8/26/15)			\$ 61.79
Republic Services (7/25/15)			\$ 195.25

B&B Landscaping 7/30/15	2014-15 fy	941.000	\$ 2,705.00
B&B Landscaping 7/30/15	2015-16 fy		\$ 625.00
C&J Parking Lot Sweeping, Inc.	Jul-15		\$ 55.00
Creating Sustainable Landscapes, LLC (8/26/15)	Rain Garden Rehab Pkg Lot; 9/12-13/15		\$ 8,500.00
Thelen Landscape, Inc. (7/26/15)	sprinkler repair; 14-15 fy		\$ 1,155.00
Konica Minolta Premier Finance (8/26/15)	September	942.000	\$ 999.00
Corrigan Record Storage (8/1/15)	August	942.100	\$ 20.02
Fricke, Lindsay	TLN Teen Ser Comm 8/14/15	956.000	\$ 24.08
Sam's Club (8/19/15)	Staff In-Service; 8/21/15		\$ 50.80
The Library Network (8/19/15)	TLN Tech Forum 10/2/15; (4)		\$ 120.00
CDW-G (8/21/15)	viewsonic 24"multi-touch(4)	976.000	\$ 4,784.96
Petty Cash			\$ 45.76
TOTAL			\$ 116,308.67
Accounts indicated in red deducted in Period	2014-2015 fy	Revenue and Expenditure	Report

Warrant 534	269 Accounts	Sept 2015	
Payable to	Invoice #	Account #	Account total
Amazon.com (8/4/15)	ABWA	742.230	\$ 137.63
Lorio-Ross Sterling Entertainment	MLA/Gala October; bal due	742.232	\$ 1,500.00
Oakland Schools	Comm Rd; Bookmarks (500)	742.232	\$ 57.50
Best Buy (8/18/15)	Staff App 9/1/15; gift cards (5)	742.234	\$ 25.00
Dominick, Marcia	Staff App 9/1/15		\$ 18.00
TOTAL			\$ 1,738.13
Accounts indicated in red deducted in Period	2014-2015 fy	Revenue and Expenditure	Report



**CITY OF NOVI LIBRARY BOARD
MINUTES, REGULAR MEETING
August 19, 2015**

DRAFT

1. Call to Order and Roll Call

Library Board

Mark Sturing, President
Craig Messerknecht, Treasurer
Ramesh Verma, Secretary
William Lawler, Board Member
Tara Michener, Board Member

Library Board Absent/Excused

John Lesko, Vice President
Paul S. Funk, Board Member

Student Representatives

Ruchira Ankireddygari (departed at 7:28 p.m.)
Cindy Huang (departed at 7:28 p.m.)

Library Staff

Julie Farkas, Director
Mary Ellen Mulcrone, Assistant Director, Building Operations
Marcia Dominick, Administrative Assistant

Guest(s)

Kathleen Alberga, Information Services Librarian, Novi Public Library
Debra Carbott, Support Services Supervisor, Novi Public Library
Erin Durrett, Information Services Librarian, Novi Public Library
Sam Gillman, Support Services Shelver, Novi Public Library
Jacqueline Liebau, Support Services Clerk, Novi Public Library
Keith Perfect, Facilities Assistant, Novi Public Library

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 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 Approval and Overview of the Agenda as presented.

1st – Ramesh Verma
2nd – Craig Messerknecht

The motion was approved unanimously.

4. Consent Agenda

A. Approval of Claims and Warrants L533

A motion was made to approve the Claims and Warrants L533 as presented.

1st – Ramesh Verma
2nd – William Lawler

The motion was passed unanimously.

B. Approval of Regular Meeting Minutes – July 15, 2015

A motion was made to approve the Regular Meeting Minutes of July 15, 2015 as presented.

1st – Ramesh Verma
2nd – William Lawler

The motion was passed unanimously.

5. Correspondence

There was no correspondence.

6. Presentation/Special Guests

A. 2015 Staff Recognitions:

Above and Beyond Award:

In recognition for staff that continuously goes above and beyond in their performance, the following were chosen by their managers/supervisors to receive this award:

- Kathleen Alberga
- Nancy Bohdan (was not able to be present to receive award)
- Debra Carbott
- Sam Gillman
- Keith Perfect

Customer Service Award:

Each year, the Library staff recognizes their peers who they feel excel in providing the utmost in customer service at the Library. This year we are recognizing the following staff members:

- Bill Bembeneck (was not able to be present to receive award)
- Jacqueline Liebau
- Scott Rakestraw (was not able to be present to receive award)

Each of those recognized as Library Stars or for going Above and Beyond in their daily jobs at the Library were given a certificate and will be taken to dinner. A plaque was created listing their names and will be displayed in the Library. We are fortunate to have them on our staff.

B. Erin Durrett – Shark Bowl update

Ms. Durrett was chosen as one of the top three finalists to go to Shark Bowl to present their idea at the American Library Association conference held in San Francisco, CA. The American Library Association sponsors each of the top three with a stipend for airfare and accommodations to come and present. The Library funded the difference. Ms. Durrett earned prizes provided by 3D Systems and Tutor.com, and was awarded \$2,000 to be used to bring her idea to fruition. Ms. Durrett thanked the Library Board and Library for supporting her in her efforts.

While at the American Library Association, Ms. Durrett was given the assignment to speak with the company who provides Lending Libraries. Lending Libraries are vending machines located in satellite locations allowing visitors to check out materials, i.e. books, DVDs, etc. More information will be available in the future.

7. Public Comment

There was no public comment.

8. Student Representatives Report

The Student Representative Report can be found on pages 15-16 in the August 19, 2015 Library Board packet.

The Student Representative Report highlights the following events:

- July 1 – a superhero movie was shown at the Library
- July 9 – Mythological Heroes Epic Quest program
- July 15 – T-Shirt Design Remix was held
- July 22 – Creatures of the Night Program presented by the Howell Nature Center
- July 29 – Cupcake Warz – a battle for the best cupcake design

Upcoming Programs:

- August 1 – Teen Book Club
- August 5 – Summer Reading Finale held at Paradise Park in Novi

The Friends of the Novi Library contributed \$500 to two teen coordinators who oversaw the Summer Reading Program volunteers.

The Teen Space Report for 2014-15 showed that it was another successful year with 166 sessions which saw over 6,000 students in attendance.

9. President's Report

A. Goals Update – July 2015

The Novi Public Library 2015-2016 Goals for July 2015 can be found on pages 17-24 of the August 19, 2015 Library Board packet. Since this is the beginning of the fiscal year, we are just underway with reaching the goals set by the Board.

10. Treasurer's Report

A. Library Budget Fund 268 – 2015-2016

The 2015-2016 fiscal year Library Budget dated March 25, 2015 can be found on pages 25-27 of the August 19, 2015 Library Board packet.

The fiscal year-end will continue to change for a while as invoices are still being received and processed for the 2014-15 fiscal year. The cut-off for invoices to be processed for 2014-2015 fiscal year is August 24, 2015.

B. Library Fund 268 Expenditure & Revenue Report (July 31, 2015)

The Library Fund 268 Expenditure and Revenue Report can be found on pages 28-31 of the August 19, 2015 Library Board packet.

The Property Tax Revenue is shown at the beginning of each fiscal year. This year the figure is a little higher than what was initially budgeted.

The Library received a partial payment from the Café this month for May and June. The Café owner indicated that he would pay the second 1/3 in a week and then the final 1/3 the following week. These installment payments do not include the payment due for July. A letter of default will be drawn up and provided to the Café owner.

A report from the Health Inspector indicates there were 3 (three) critical actions that needed to be rectified soon. Julie will follow-up with the inspector regarding the issues. The Oakland County Michigan Health Division report can be found on pages 41-43 of the August 19, 2015 Library Board packet.

Julie Farkas was asked to provide information regarding the types of café service other area libraries provide to their patrons, i.e. café, vending, self-service, etc.

C. Contributed Fund Budget 269

The approved 2015-16 fiscal year Library Contributed Fund 269 budget is located on pages 32-33 of the August 19, 2015 Library Board packet.

D. Contributed Fund 269 Expenditure & Revenue Report (July 31, 2015)

The Contributed Fund 269 Expenditure and Revenue Report dated July 31, 2015 can be found on page 34 of the August 19, 2015 Library Board packet.

E. Balance Sheets

The Library Balance Sheet for period ending July 31, 2015 for accounts Library Fund 268 and Contributed Fund 269 were distributed at the August 19, 2015 Board meeting.

11. Director's Report

The Director's Report can be found on pages 36-44 of the August 19, 2015 Library Board packet. Highlights include:

- Michigan State University's mascot Sparty visited the Novi Public Library on July 15 during a Summer Sizzling morning program.
- Out and About in Novi and Library Profession is listed on page 36

- Two Strategic Planning Sessions are scheduled for August 26 and September 23 at the Library. These sessions are for patrons to provide feedback.
- A Staff Appreciation Luncheon, provided by the Library Trustees, is planned for Tuesday, September 1 at the Library as a way of saying thank you for the hard work and dedication provided by the staff.
- Roary, the Detroit Lions mascot, made a visit to the Summer Reading Program finale party at Paradise Park on August 5.
- A huge thank you to Paradise Park for sponsoring the Summer Reading Program finale party again this year.
- Director Farkas met with David Barr and legal counsel to discuss the opportunity to purchase the full rights of David Barr's book, Villa Barr. This is a project initiated by the Historical Commission.
- As mentioned prior, Ms. Erin Durrett was a winner of the YALSA's digital literacy program contest sponsored by the American Library Association. Ms. Durrett's project was an Interactive 3D Display, which she was one of three winners. The announcement is located on page 38 of the August 19, 2015 Library Board packet.
- Congratulations to Mary Robinson, Information Services Librarian, for representing Michigan at the Digipalooza Conference this year. She spoke on rights to digital books from local authors.

A. Public Services Report

The Public Services Report can be found on pages 45-46 of the August 19, 2015 Library Board packet.

B. Building Operations Report

The Building Operations Report can be found on page 47 of the August 19, 2015 Library Board packet.

The installation of the Wi-Fi amplifier went well and was finished before expected. This will not speed up connectivity but acceptability.

C. Library Usage Statistics

The Library Usage Statistics can be found on pages 48-57 of the August 19, 2015 Library Board packet. Highlights include:

- 434 Library cards were issued
- The Read Boxes saw 326 books delivered to the three locations during the month of July with high usage from Lakeshore and ITC Parks
- Over 79,000 items were checked out during the month of July 2015
- 56.68% of the items checked out were completed on the self-checkout stations. The goal this year is to reach the 60% mark.

Trustee Lawler asked of the 434 Library cards issued, how many were new patrons, and how many issued were from patrons residing in the North end of Novi? Director Farkas will look into seeing if this information can be obtained.

On Friday, August 21, the Library will be closed to the public for a Staff In-Service where the staff will undergo Active Shooter training.

D. Friends of the Novi Library

There was no report provided by the Friends of the Novi Library.

E. Novi Historical Commission

There was no report provided by the Novi Historical Commission.

12. Committee Reports

A. Policy Committee (Lesko, Michener- Chair)

There was no report provided for the Policy Committee.

B. HR Committee (Michener, Verma – Chair)

Staff is currently meeting and reviewing policies.

C. Finance Committee (Sturing, Lesko, Messerknecht – Chair)

There was no report provided for the Finance Committee.

D. Events/Marketing/Fundraising Committee (Funk, Lawler, Michener – Chair)

i. Meeting held on Friday, August 7, 2015

Julie Farkas and Communications Coordinator, Christina Salvatore met with Trustees Michener and Lawler to discuss fundraising ideas. Some ideas discussed were:

- Become more active in meeting with homeowner and condominium associations
- More exposure with social media including Facebook and Instagram
- Library representation at the Michigan State Fair – Trustee Sturing and Director Farkas will be attending the Opening Day reception.
- Declined participation in the State Fair parade this year, but intend to be involved in the future.

E. Strategic Planning Committee (Lawler, Funk – Chair)

There was no report provided for the Strategic Planning Committee.

F. Building/Landscape Committee (Funk, Messerknecht-Chair)

i. Meeting held on Friday, August 14, 2015 re: Rain garden improvements

A Building and Grounds Committee meeting was held on August 14 with Trustee Funk, Julie Farkas, and Drew Lathin in attendance to discuss the rain gardens located on the Library property. Drew Lathin, of Creative Sustainable Landscapes, proposed to clean up the area and re-plant with appropriate plantings using either plants or seeds. It was decided that the two rain gardens located on the south end of the property (patio area and front of the Novi High School) could be brought back to life by removing unwanted weeds and dead plants. Mr. Lathin proposed two cost considerations for the rain garden that needed extensive work which is located in the main parking lot. Option 1 – \$11,000: Is to have Creative Sustainable Landscapes complete the work or, Option 2 – \$8,500: Is to have volunteers to assist with the plantings. The tentative project dates are September 12 and 13, 2015 for the clean-up and planting. Julie will try to obtain volunteers to assist with the project.

The proposal can be found on pages 39-40 of the August 19, 2015 Library Board packet.

A motion was made to proceed with Creative Sustainable Landscapes as outlined in Paul's (Trustee Funk) write-up as subject to the same concerns as he had regarding plantings and warranties, and to allow Julie to continue to begin the process of implementing this. To authorize Julie to enter into a contact with Creative Sustainable Landscapes (CSL) taking into consideration the guidelines we have here and give Julie the authority to enter into contact with him.

1st – Craig Messerknecht
2nd – William Lawler

The motion was passed unanimously.

13. Public Comment

There was no public comment.

14. Matters for Board Discussion

A. Rain garden improvements

Discussed and reported under item **12. Committee Reports, F. Building/Landscape Committee.**

15. Adjourn

A motion was made to adjourn the meeting at 8:42 p.m.

1st – Ramesh Verma
2nd – Craig Messerknecht

The motion was passed unanimously.

Ramesh Verma, Secretary

Date



August 17, 2015

Novi Public Library
C/o Margi Karp-Opperer
45255 W 10 Mile Rd
Novi, MI 48375

CITY COUNCIL

Mayor
Bob Gatt

Mayor Pro Tem
Dave Staudt

Andrew Mutch

Wayne Wrobel

Laura Marie Casey

Gwen Markham

Doreen Poupard

City Manager
Peter E. Auger

**Director of Parks, Recreation &
Cultural Services**
Jeffrey A. Muck

Dear Novi Public Library,

THANK YOU!

Thank you so much for all your help with our Sizzling Summer Art Series. We appreciate your willingness to be a partner with Novi Parks, Recreation, and Cultural Services to offer great family oriented entertainment. Christina did a fantastic job. We received great reviews from the community about your booth. Families loved your weekly giveaways and always friendly faces!

I have enclosed a colorful "thank you" flyer to post for your patrons and staff to read.

Again, thank you for helping us continue to provide this wonderful summer event series to the community and we can't wait for next year!

Sincerely,

Rochelle Vallance
Recreation Supervisor – Cultural Arts
Novi Parks, Recreation, and Cultural Services

Enclosure

City of Novi
45175 Ten Mile Road
Novi, Michigan 48375
248.347.0400
248.347.3286 fax
cityofnovi.org

Student Representative Board Report

By: Ruchira Ankireddygari and Cindy Huang

On August 5, teens celebrated the completion of the Summer Reading Program at the Summer Reading Finale in Paradise Park.

On August 6, Students had a fun time making their own Rainbow Loom at Rainbow Loom Fun Night.

Upcoming Programs:

September 18 - Catch Up on Maze Runner

September 25 -Teen Advisory Board Meeting

September 23 - Smoothie Challenge

NOVI PUBLIC LIBRARY – 2015/2016 GOALS (August Update)

AD= Administration F=Facilities IS=Information Services IT=Information Technology SS=Support Services

Goal #1:

Staff will continue to provide excellent customer service in all facets of the Library's operations and community involvement; Administration will provide ongoing training and development opportunities for the staff.

Strategy: Provide appropriate staffing for best customer service.			
Tactic	Owner	Status	Due Date
Provide opportunities for staff training	AD	Annual in-service day planned for 8/21/15; 50 staff participated in department meetings, active shooter drill, and customer service presentation on 8/21	Ongoing; 8/15

Goal #2:

Balance the needs of the community with fiscal responsibility and reduce the deficit spending.

Strategy: Partner with City of Novi and Novi School District.			
Tactic	Owner	Status	Due Date
Engage IT departments in quarterly meetings to review opportunities for resource sharing, technology best practices and education	IT		Annually
Investigate with City of Novi to be a "go to" for additional City services; offer/advertise City services if applicable	AD		Annually
Maintain open communication between Library and City Facilities departments through regular meetings	F	Quarterly meetings scheduled	Ongoing
Participate in employee opportunities offered by City	AD	Staff attend various events, such as wellness, quarterly recognition, etc.	Ongoing
Investigate with City an all in one calendar for Library, City, and School info/dates/events	AD		2015/16
Strategy: Investigate and implement changes that save money.			
Tactic	Owner	Status	Due Date
Look for cost-cutting measures in everyday processes	SS; IT; F; IS; AD	Advising staff to primarily use copiers for printers; installed energy/cost saving LED lamps in display case	Ongoing; 8/15
Work with managers for budget planning	AD		1/16
Develop budget for next FY and future projections	AD; Board		3/16

Strategy:			
Seek funding through grants.			
Tactic	Owner	Status	Due Date
ALA/YALSA Shark Bowl	IS	ALA announced winners (including NPL's Erin Durrett) & prizes: a monetary reward worth \$2,000 each, along with various donated technology prizes	8/15
Community Financial Summer of Sharing grant contest	IS	Applied in July, at end of August learned we will receive \$1,000 for startup of a teen book club; grant funding would cover the purchase of paperback books as well as author visits at the Library	8/15

Goal #3:

Continue a high level of awareness for Library Board member representation, ambassadors and engagement in Novi and the greater library community.

Strategy:			
Library Board Trustees participate in City events.			
Tactic	Owner	Status	Due Date
Annual City Evening of Appreciation	AD; Board		12/15
City Council Early Budget Input Session	AD; Board		1/16
State of the City Address	AD; Board		2/16
Spring into Novi	AD; Board		5/16
City Council meetings	AD; Board		
Strategy:			
Library Board Trustees participate in NPL events.			
Tactic	Owner	Status	Due Date
Welcome Desk Ambassadors	Board	Trustees take weekly shifts at Welcome Desk	Ongoing
Staff appreciation	Board	Trustees Michener and Verma represented Board in providing appreciation luncheon for staff on 9/1	9/15
Strategy:			
Library Board Trustees participate in greater library community.			
Tactic	Owner	Status	Due Date
Michigan Library Association	AD; Board	Annual Conference to be held in Novi, October 2015; planning for reception to be at NPL 10/29	10/15
Strategy:			
Library staff participate in community events.			
Tactic	Owner	Status	Due Date
Maintain ties with government officials	AD		Ongoing
Novi Youth Assistance	AD	Library Director serves on Board; Staff attended Novi Youth Assistance Luncheon; met with new Youth Assistance Caseworker Lisa Shields	Ongoing; 7/15; 8/15
Represent NPL in various outlets	AD		Ongoing

Goal #4:

Provide quality services, collections, programs and technology with an emphasis on the diverse and aging population.			
Strategy:		Engage the Older Adult community in Library programs and services.	
Tactic	Owner	Status	Due Date
Publicize and engage the Older Adult community with info about Oakland County service for visually impaired	IS; SS	Made flyers promoting OTBS (Oakland Talking Book Service) and placed them near the OTBS applications on 2nd floor and near NEW Adult audiobooks on 1st floor	Annually; 8/15
Expand info in Meadowbrook Commons through newsletter, dining hall, flyers, door to door, kiosks, etc.	AD; IS	MAC LCDs and kiosks updated for August	Annually; 8/15
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.; reach out quarterly	IS; AD		Annually
Partner with Older Adult Services/Meadowbrook Activity Center to attract Older Adults for Library programming, services, resources and technology (providing no fee transportation to Library)	IS; AD	Attended meeting on 8/19 where the Advisory Board worked on 5-year strategic plan	Annually; 8/15
Investigate expanding Library services and outreach 10% over 3 years, knowing that Older Adult population will increase	IS; SS	Began investigating a Lending Library feature for northern boundary	2015/16; 8/15
Implement programs for Older Adults using videoconferencing (3/year with 50+ attendance), bringing in experts, celebrities, authors, programs from libraries in other countries	IS; IT		2015/16
Strategy:		Increase/implement programming opportunities for each patron group.	
Tactic	Owner	Status	Due Date
Host worldwide celebrations, festivals, events, etc.	IS; AD	Hosted International Story time Fair featuring presentations from 6 different countries about their culture; presenters interested in making this a yearly event	Annually; 8/15
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	IS; IT	Summer Superhero movie (83), story time for 2s and 3s (50/59/54/62), Superhero Gear Making (96/71), Kiddie crafts (53), Tot Time (58/64/53), Exotic Zoo (200), Edible Architecture (65), Creatures of the Night (49), Musical movement (75), Baby time (62), Cupcake Warz (85), Earth Angels music (90), Rainbow Loom (61/67), International Story Time Fair (120), Monday Movie Matinee (62)	Annually; 7/15; 8/15
Increase use of the Youth Activity Room with more crafts, hands-on events, etc.	IS	Opened room for Playgroup sessions over the summer months; held Pokemon programs	Annually; 7/15; 8/15
Increase teen program attendance by 10% in a 3 year period	IS	Attended Summer Teen Online Conference that	Annually; 8/15

		discussed ideas for implementing new programs at the library and upcoming teen titles and won a 3-book giveaway of teen books with lesson plans	
Improve use of NPL Teen Stop room (new marketing, displays, contests)	IS	Added information kiosk in Teen Stop as a new way to help promote and market teen information, including upcoming teen programs, TAB information, and other fun teen news; researched display units for NEW YA Fiction; shifting YA books for better use of shelving space within the room and making browsing of collections easier	2015/16; 8/15
Investigate programming based on patron suggestions, including the GEEK the Library campaign	IS; AD; IT		Annually
Implement a Patio program series of five programs, May-October, weather permitting	IS	Earth Angels program scheduled for August 25	Annually; 8/15
Increase reference services by 10% in a 3 year period (marketing what Info Services is, roaming, ref/computer assistance, reader's advisory)	IS		2015/16
Host events to recognize community members and talents	AD		2015/16
Utilize community business expertise to offer informational and educational programming; increase business relations and usage by 10% each year over 3 years	IS; AD	Partnered with local business owner of the Rainbow Loom products for two programs and use of the 2nd floor display case in August	2015/16; 8/15
Strategy:	Provide up to date technology and resources.		
Tactic	Owner	Status	Due Date
Survey patrons to solicit technology needs for hardware, software, programming and training	IS; IT		Annually
Expand technology learning initiatives for Older Adults: computer classes, troubleshooting, "geek squad" with teen volunteers	IT; IS		2015/16
Strategy:	Partner with the Novi School District.		
Tactic	Owner	Status	Due 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		Annually
Implement an advisory group for middle school age students to gain program, resource, service ideas; meet with this age group quarterly at Middle School	IS		2015/16
Strategy:	Maintain current collections and services.		

Tactic	Owner	Status	Due Date
Investigate and add new collections/pathfinders based on interests and needs of patrons	IS; SS	Started a blog called Baby Time and Tot Time Story Time Fun on the website (under the Youth tab) for parents to continue teaching the skills they learn in Baby Time and Tot Time; bibliography created on youth series books for beginning readers; created a "2015 Best Fiction for Teens" brochure with YALSA recommended titles that is kept in the Teen Stop information kiosk; investigating a way to either start a tween collection or label books as tween; pathfinder for Math resources created and placed in the adult 500s area	Annually; 8/15
Implement reference survey	IS		Annually
Strategy: Consider adding new collections and services.			
Tactic	Owner	Status	Due Date
Investigate adding new and more interactive play components for youth	IS	New play components have arrived and will soon be added to puppet bins area in easy reader section	Annually; 9/15
Investigate/implement a homework resource center (collections, resources, tutoring opportunities)	IS		2015/16
Start a cultural book club (different languages or reading about different cultures)	IS		2015/16
Investigate establishment of a local arts council in Novi with various partners from the community	IS; AD		2015/16

Goal #5:			
Promote the Library in Novi's residential and business communities; promote library services to non-library users balancing existing resources whenever possible.			
Strategy:	Increase awareness of services, collections, programs and technology.		
Tactic	Owner	Status	Due Date
Ensure a social media presence that best suits NPL, investigating new options/technologies to meet our community needs: Facebook, Twitter, videos, podcasts	IS; AD; IT	Updated Teen Stop Facebook page with current info, new posts, pictures, info about upcoming programs; looking into giveaways and contests to do through the Facebook page during the school year to attract a larger audience to NPL's pages	Annually; 9/15
Create one video/podcast per year for website about Library services	AD; IS		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

Increase publicity of meeting rooms and patio	AD	Meeting room rentals have been overwhelmingly successful so no additional publicity needed	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, providing free room rental if they allow a 10-15 minute Library presentation	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
Increase number of library card holders in each Novi subdivision by 10% over five years; use geomapping data	AD; SS		Annually
Consider annual mailing of "The Novi Library and YOU" to homeowners/businesses; 4-page brochure about NPL	AD		Annually
Provide regular (weekly/monthly) columns in Novi News and Patch.com	AD		Annually
Host business related clubs (Chamber, Rotary, BRC) to improve visibility in the community	AD; IS		2015/16
Increase publicity for services related to: Skype, videoconferencing by 10% over 3 years	IS; IT		2015/16
Increase amount of remote programming by 10% over 3 years, offering at least 3 remote programs annually	IS	Authors LIVE Luncheon planned for October 7; hosted Summer Reading Finale parties at Paradise Park; provided story time and craft at Paradise Park 10-year anniversary party	2015/16; 8/15; 10/15
Develop a community resource page on website	IS; AD		2015/16
Consider a book club page on website: where community clubs are, book/movie reviews by community members, great reads	IS; AD		2015/16

Goal #6

Utilize efficient and increased fundraising opportunities for our community to continue to support the growth of the Library's services, collections, programs and technology.

Strategy: Review past fundraising and plan future fundraising.

Tactic	Owner	Status	Due Date
Continue "On the Road" series	AD; IS	Next trip scheduled for October 9 to visit Toledo	10/15

Scrapbook for a Cause	AD	Scheduled for November 7	11/15

Goal #7:			
Ensure that the Library maintains policies and planning strategies that promote safe, efficient, productive and enjoyable experiences for patrons and staff.			
Strategy:	Maintain best practices and policies.		
Tactic	Owner	Status	Due Date
Investigate Library employment opportunities for ages 14 and up (summer/seasonal/weekends/subs)	AD		2015/16
Review Library policies regularly, updating and adding as needed	AD; Board	Policies currently under review by staff committee to make recommendations to Board	Ongoing; 8/15
Strategic Planning process	AD	Public invited to Strategic Planning Update sessions in August & September; about 25 people attended on 8/26 for updates and providing feedback	8/15
Review QSAC measures for certification	AD	In process; all certification levels have been reviewed and updated, with areas for further attention noted	12/15
State Aid process	AD		1/16
Strategy:	Provide convenient access to collections, programs and services.		
Tactic	Owner	Status	Due Date
Improve Library entrance/exit at Ten Mile	AD; Board	Working with City on project to widen NPL driveway to include right and left turn lanes	6/16
Strategy:	Maintain communication with Read a Latte Café.		
Tactic	Owner	Status	Due Date
Investigate with owner to offer lower prices and different cultural food options	AD		Annually
Meet with owner as needed regarding patron comments, suggestions, etc.	AD		Ongoing
Strategy:	Consider premium services.		
Tactic	Owner	Status	Due Date
Investigate offering a fee-based premium library card with added services, such as notification of new releases, extended renewals, limited amnesty on fines, discounts at Café and Book Nook	SS; AD		2015/16

2015-2016 Budget 3/25/2015 Approved		2014-2015 Approved	2014-2015 Est Yr. End	2015-2016 Approved	2016-2017 Projected	2017-2018 Projected
Revenues						
Account	Description					
403.000	Property Tax Revenue	2,309,000.00	2,368,947.00	2,449,491.00	2,532,774.00	2,618,888.00
403.001	Tax Revenue - Current Levy			-25,000.00	-25,000.00	-30,000.00
403.002	Tax Revenue - County Charter			-10,000.00	-10,000.00	-10,000.00
403.003	Tax Revenue - Tx Tribunal			-210.00	-217.00	-226.00
420.000	Tax Reveune - Brownfield			-6,000.00	-6,100.00	-6,200.00
567.000	State Aid	20,000.00	24,000.00	27,000.00	27,000.00	27,000.00
657.000	Library book fines	74,000.00	65,000.00	70,000.00	70,000.00	70,000.00
658.000	State penal fines	73,000.00	83,205.00	77,000.00	77,000.00	77,000.00
664.000	Interest on Investments	25,700.00	24,000.00	24,000.00	24,000.00	24,000.00
664.500	Unrealized gain(loss) invest	0.00	4,090.00	0.00	0.00	0.00
665.000	Miscellaneous income	17,000.00	16,400.00	16,500.00	16,500.00	16,500.00
665.100	Copier	2,500.00	2,200.00	2,200.00	2,200.00	2,200.00
665.200	Electronic media	300.00	200.00	200.00	200.00	200.00
665.266	SRP - T-shirt sales	2,800.00	0.00	0.00	0.00	0.00
665.289	Adult Programming	0.00	6,981.72	0.00	0.00	0.00
665.290	Library Fundraising	3,000.00	0.00	3,000.00	3,000.00	3,000.00
665.300	Meeting Room	23,000.00	26,000.00	28,000.00	30,000.00	30,000.00
665.400	Gifts and donations	5,000.00	6,000.00	6,000.00	6,000.00	6,000.00
665.404	Novi Township Assessment	5,900.00	5,933.00	6,000.00	6,000.00	6,000.00
665.650	Library Café	5,000.00	4,500.00	5,000.00	5,000.00	5,000.00
Total Revenues		2,566,200.00	2,637,456.72	2,673,181.00	2,758,357.00	2,839,362.00
2015-2016 Budget 3/25/2015 Approved		2014-2015 Approved	2014-2015 Est Yr. End	2015-2016 Approved	2016-2017 Projected	2017-2018 Projected
Expenditures						
Personnel Svcs.						
Account	Description					
704.000	Permanent Salaries	952,200.00	914,000.00	914,000.00	914,000.00	914,000.00
704.200	Wages (non-pensionable)	47,700.00	25,000.00	25,000.00	25,000.00	25,000.00
705.000	Temporary Salaries	636,800.00	617,000.00	609,000.00	609,000.00	609,000.00
715.000	Social Security	122,000.00	122,300.00	122,300.00	122,300.00	122,300.00
716.000	Insurance	173,000.00	205,000.00	235,147.00	249,256.00	264,211.00
716.200	HSA - Health Savings Acct.	4,000.00	3,000.00	3,000.00	3,000.00	3,000.00
716.999	Ins. Employee Reimbursement		-33,000.00	-43,202.00	-45,794.00	-48,542.00
718.000	Pension DB	0.00	0.00	0.00	0.00	0.00
718.050	Pension - add'l DB	0.00	0.00	0.00	0.00	0.00
718.200	Pension - Defined Contribution	27,700.00	26,500.00	26,400.00	26,400.00	26,400.00
719.000	Unemployment Ins	0.00	0.00	0.00	0.00	0.00
720.000	Workers' Comp	2,500.00	2,700.00	4,300.00	4,300.00	4,300.00
Total Personnel Services		1,965,900.00	1,882,500.00	1,895,945.00	1,907,462.00	1,919,669.00

2015-2016 Budget 3/25/2015 Approved		2014-2015 Approved	2014-2015 Est Yr. End	2015-2016 Approved	2016-2017 Projected	2017-2018 Projected
Supplies						
Account	Description					
727.000	Office supplies	15,000.00	23,000.00	23,000.00	23,000.00	23,000.00
728.000	Postage	700.00	700.00	700.00	700.00	700.00
734.000	Computer software/licensing	96,900.00	96,900.00	86,400.00	80,000.00	80,000.00
734.500	Computer supplies equip	21,000.00	22,400.00	28,000.00	28,000.00	28,000.00
740.000	Operating supplies	32,800.00	28,000.00	30,000.00	30,000.00	30,000.00
740.200	Desk, chairs, cabinets, etc.	0.00	0.00	800.00	0.00	0.00
741.000	Uniforms	300.00	300.00	300.00	300.00	300.00
Materials						
742.000	Books	210,000.00	200,000.00	195,000.00	195,000.00	195,000.00
742.100	Book Fines	1,500.00	700.00	1,000.00	1,000.00	1,000.00
742.666	Books - Misc. Grants	0.00	0.00	0.00	0.00	0.00
743.000	Library Periodicals	21,200.00	21,200.00	23,800.00	23,800.00	23,800.00
744.000	Audio visual materials	67,700.00	67,700.00	71,000.00	71,000.00	71,000.00
745.200	Electronic media	58,500.00	58,500.00	51,000.00	51,000.00	51,000.00
745.300	Online (Electronic) Resources	60,000.00	57,200.00	55,000.00	55,000.00	55,000.00
Total Supplies & Materials		585,600.00	576,600.00	566,000.00	558,800.00	558,800.00
2015-2016 Budget 3/25/2015 Approved		2014-2015 Approved	2014-2015 Est Yr. End	2015-2016 Approved	2016-2017 Projected	2017-2018 Projected
Expenditures						
Services & Charges						
Account	Description					
801.925	Public Information (cable)	1,000.00	1,100.00	1,000.00	1,000.00	1,000.00
802.100	Bank Services	3,500.00	1,500.00	2,000.00	2,000.00	2,000.00
803.000	Independent Audit	700.00	700.00	700.00	700.00	700.00
804.000	Medical Service	1,000.00	300.00	300.00	300.00	300.00
806.000	Legal Fees	1,000.00	200.00	1,000.00	1,000.00	1,000.00
809.000	Memberships & Dues	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00
816.000	Professional services	3,000.00	1,500.00	4,000.00	4,000.00	4,000.00
817.000	Custodial Services	37,800.00	46,800.00	48,800.00	48,800.00	48,800.00
818.000	TLN Central Services	4,750.00	4,495.00	4,500.00	4,500.00	4,500.00
851.000	Telephone	16,500.00	11,500.00	11,500.00	11,800.00	12,000.00
855.000	TLN Automation Services	66,500.00	56,000.00	56,000.00	57,600.00	57,600.00
861.000	Gasoline and oil	0.00	500.00	500.00	1,500.00	1,500.00
862.000	Mileage	1,250.00	500.00	300.00	300.00	300.00
880.000	Community Promotion	5,000.00	2,500.00	11,800.00	11,800.00	11,800.00
880.267	Library Programming - Book It	1,000.00	0.00	0.00	0.00	0.00
880.268	Library Programming	20,000.00	20,000.00	22,500.00	22,500.00	22,500.00
880.271	Adult Programming	0.00	4,258.42	0.00	0.00	0.00
900.000	Printing, Graphic Design, Publishing	28,800.00	28,800.00	29,500.00	29,500.00	29,500.00
910.000	Property & Liability Insurance	13,000.00	13,000.00	14,300.00	15,300.00	16,400.00

2015-2016 Budget 3/25/2015 Approved		2014-2015 Approved	2014-2015 Est Yr. End	2015-2016 Approved	2016-2017 Projected	2017-2018 Projected
910.001	Insurance deduct/Uninsured claims	0.00	0.00	0.00	0.00	0.00
921.000	Heat	17,500.00	9,000.00	11,000.00	11,500.00	12,000.00
922.000	Electricity	93,200.00	103,000.00	103,000.00	106,000.00	109,000.00
923.000	Water and Sewer	6,500.00	5,200.00	5,500.00	5,500.00	6,000.00
934.000	Building Maintenance	73,900.00	92,000.00	90,000.00	90,000.00	90,000.00
935.000	Vehicle Maintenance	1,500.00	2,000.00	1,500.00	0.00	0.00
941.000	Grounds Maint.	26,000.00	30,200.00	28,600.00	28,600.00	28,600.00
942.000	Office Equipment Lease	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
942.100	Records storage	250.00	300.00	300.00	300.00	300.00
956.000	Conferences & Workshops	11,000.00	9,000.00	14,500.00	13,500.00	14,500.00
Total Services & Charges		451,150.00	460,853.42	479,600.00	484,500.00	490,800.00
2015-2016 Budget 3/25/2015 Approved		2014-2015 Approved	2014-2015 Est. Yr. End	2015-2016 Approved	2016-2017 Projected	2017-2018 Projected
Capital Outlay						
Account	Description					
962.000	Building Maint. - Plumbing/Main Ent	24,550.00	7,600.00			
934.000	Building Improvements	0.00	0.00			
941.000	Grounds Maint.			71,400.00	53,400.00	
976.000	Data Processing - Computers/Equip	14,000.00	14,000.00	64,800.00	56,000.00	26,000.00
986.000	Data Processing - Phone Upgrade	15,000.00	9,000.00			
990.000	Furniture	0.00	0.00	10,000.00		
Total Capital Outlay		53,550.00	30,600.00	146,200.00	109,400.00	26,000.00
965.269	Walker Transfer					
Total Expenditures		3,056,200.00	2,950,553.42	3,087,745.00	3,060,162.00	2,995,269.00
680.000	Fund Balance					
	TOTAL Fundbalance	490,000.00	313,096.70	414,564.00	301,805.00	155,907.00

09/12/2015		REVENUE AND EXPENDITURE REPORT FOR CITY OF NOVI							
		PERIOD ENDING 08/31/2015							
		% Fiscal Year Completed: 16.94							
		END BALANCE	2015-16	MONTH ACTIVITY	MONTH ACTIVITY	YTD BALANCE	AVAILABLE		
		06/30/2015	ORIGINAL	JULY 2015	AUGUST 2015	08/31/2015	BALANCE	% BDGT	
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	INCR (DECR)	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED	
Fund 268 - LIBRARY FUND 268									
Dept 000.00-treasury									
Property tax revenue									
268-000.00-403.000	Property Tax Revenue - Current Levy	2,367,212.28	2,449,491.00	2,469,427.87	0.00	2,469,427.87	(19,936.87)	100.81	
268-000.00-403.001	Property Tax Revenue- County Chargebacks	(4,521.44)	(25,000.00)	0.00	287.29	287.29	(25,287.29)	(1.15)	
268-000.00-403.002	Property Tax Revenue - Tx Tribunal Accr	13,862.00	(10,000.00)	0.00	0.00	0.00	(10,000.00)	0.00	
268-000.00-403.003	Property Tax Revenue -Brownfield Capture	(199.00)	(210.00)	(214.67)	0.00	(214.67)	4.67	102.22	
268-000.00-420.000	Property Tax Revenue - C/Y Del PPT	(3,424.77)	(6,000.00)	0.00	0.00	0.00	(6,000.00)	0.00	
Property tax revenue		2,372,929.07	2,408,281.00	2,469,213.20	287.29	2,469,500.49	(61,219.49)	102.54	
State sources									
268-000.00-567.000	State aid	32,841.43	27,000.00	16,458.92	0.00	16,458.92	10,541.08	60.96	
State sources		32,841.43	27,000.00	16,458.92	0.00	16,458.92	10,541.08	60.96	
Other revenue									
268-000.00-633.100	Insurance Reimbursement	913.00	0.00	0.00	0.00	0.00	0.00	0.00	
268-000.00-665.000	Miscellaneous income	15,417.29	16,500.00	1,308.50	1,001.01	2,309.51	14,190.49	14.00	
268-000.00-665.100	Copier	2,492.39	2,200.00	186.55	208.45	395.00	1,805.00	17.95	
268-000.00-665.200	Electronic media (previously VHS)	238.00	200.00	42.00	46.00	88.00	112.00	44.00	
268-000.00-665.266	Summer reading t-shirt sales	138.73	0.00	0.00	114.57	114.57	(114.57)	100.00	
268-000.00-665.290	Library fund raising revenue	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	
268-000.00-665.300	Meeting room	27,728.02	28,000.00	3,100.10	4,993.90	8,094.00	19,906.00	28.91	
268-000.00-665.404	Novi Township assessment	5,933.00	6,000.00	0.00	6,154.00	6,154.00	(154.00)	102.57	
268-000.00-665.650	Library Cafe	4,688.25	5,000.00	422.00	257.18	679.18	4,320.82	13.58	
Other revenue		57,548.68	60,900.00	5,059.15	12,775.11	17,834.26	43,065.74	29.28	
Fines and forfeitures									
268-000.00-657.000	Library book fines	65,010.47	70,000.00	6,479.31	6,491.93	12,971.24	57,028.76	18.53	
268-000.00-658.000	State penal fines	83,205.14	77,000.00	0.00	111,889.54	111,889.54	(34,889.54)	145.31	
Fines and forfeitures		148,215.61	147,000.00	6,479.31	118,381.47	124,860.78	22,139.22	84.94	
Interest income									
268-000.00-664.000	Interest on investments	28,693.56	24,000.00	2,483.80	0.00	2,483.80	21,516.20	10.35	
268-000.00-664.500	Unrealized gain (loss) on investments	7,871.32	0.00	6,139.39	0.00	6,139.39	(6,139.39)	100.00	
Interest income		36,564.88	24,000.00	8,623.19	0.00	8,623.19	15,376.81	35.93	

		END BALANCE	2015-16	MONTH ACTIVITY	MONTH ACTIVITY	YTD BALANCE	AVAILABLE	
		06/30/2015	ORIGINAL	JULY 2015	AUGUST 2015	08/31/2015	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	INCR (DECR)	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Donations								
268-000.00-665.289	Adult programs	6,981.72	0.00	2,713.56	797.73	3,511.29	(3,511.29)	100.00
268-000.00-665.400	Gifts and donations	15,070.42	6,000.00	25.30	600.40	625.70	5,374.30	10.43
Donations		22,052.14	6,000.00	2,738.86	1,398.13	4,136.99	1,863.01	68.95
Personnel services								
268-000.00-704.000	Permanent salaries	902,359.69	914,000.00	43,402.41	66,251.16	109,653.57	804,346.43	12.00
268-000.00-704.200	Wages - Stipend	24,743.89	25,000.00	0.00	0.00	0.00	25,000.00	0.00
268-000.00-704.250	Final Payout	11,294.19	0.00	0.00	0.00	0.00	0.00	0.00
268-000.00-705.000	Temporary salaries	596,921.16	609,000.00	26,846.14	43,537.15	70,383.29	538,616.71	11.56
268-000.00-715.000	Social security	119,251.99	122,300.00	5,259.00	8,188.44	13,447.44	108,852.56	11.00
268-000.00-716.000	Insurance	202,537.39	235,147.00	15,406.47	17,079.45	32,485.92	202,661.08	13.82
268-000.00-716.200	HSA - employer contribution	1,248.71	3,000.00	23.21	81.25	104.46	2,895.54	3.48
268-000.00-716.999	Insurance - Employee Reimbursement	(36,900.20)	(43,202.00)	(1,871.07)	(3,346.12)	(5,217.19)	(37,984.81)	12.08
268-000.00-718.000	Pension - DB Normal Cost	14,964.00	0.00	1,176.00	1,176.00	2,352.00	(2,352.00)	100.00
268-000.00-718.010	Pension - DB Unfunded Accrued Lia	(18,120.00)	0.00	(1,424.81)	(1,424.81)	(2,849.62)	2,849.62	100.00
268-000.00-718.200	Pension - defined contribution	18,516.01	26,400.00	1,346.97	592.36	1,939.33	24,460.67	7.35
268-000.00-719.000	Unemployment insurance	933.20	0.00	0.00	0.00	0.00	0.00	0.00
268-000.00-720.000	Workers compensation	2,080.00	4,300.00	208.58	221.45	430.03	3,869.97	10.00
Personnel services		1,839,830.03	1,895,945.00	90,372.90	132,356.33	222,729.23	1,673,215.77	11.75
Supplies								
268-000.00-727.000	Office supplies	18,881.44	23,000.00	3,478.05	2,643.62	6,121.67	16,878.33	26.62
268-000.00-728.000	Supplies - Postage	682.39	700.00	196.00	0.00	196.00	504.00	28.00
268-000.00-734.000	Computer supplies, software & licensing	65,411.09	86,400.00	33,700.80	734.54	34,435.34	51,964.66	39.86
268-000.00-734.500	Computer supplies/equipment	11,999.19	28,000.00	22,436.91	4,332.29	26,769.20	1,230.80	95.60
268-000.00-740.000	Operating supplies	26,411.22	30,000.00	3,085.49	15.64	3,101.13	26,898.87	10.34
268-000.00-740.010	Gift and donations expense	8,533.33	0.00	0.00	0.00	0.00	0.00	0.00
268-000.00-740.200	Supplies - Desk chairs and file cabinets	0.00	800.00	0.00	0.00	0.00	800.00	0.00
268-000.00-741.000	Supplies - Uniforms	227.00	300.00	0.00	0.00	0.00	300.00	0.00
268-000.00-742.000	Library books	173,792.87	195,000.00	21,868.56	11,380.02	33,248.58	161,751.42	17.05
268-000.00-742.100	Library Book - Fines	565.88	1,000.00	9.95	91.96	101.91	898.09	10.19
268-000.00-743.000	Library periodicals	19,386.58	23,800.00	0.00	13,467.26	13,467.26	10,332.74	56.59
268-000.00-744.000	Audio visual materials	60,108.91	71,000.00	13,316.70	9,810.63	23,127.33	47,872.67	32.57
268-000.00-745.200	Electronic media	44,788.70	51,000.00	4,121.15	11.99	4,133.14	46,866.86	8.10
268-000.00-745.300	Electronic resources (CD rom materials)	55,399.44	55,000.00	28,780.50	2,480.00	31,260.50	23,739.50	56.84
Supplies		486,188.04	566,000.00	130,994.11	44,967.95	175,962.06	390,037.94	31.09

		END BALANCE	2015-16	MONTH ACTIVITY	MONTH ACTIVITY	YTD BALANCE	AVAILABLE	
		06/30/2015	ORIGINAL	JULY 2015	AUGUST 2015	08/31/2015	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	INCR (DECR)	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Supplies		486,188.04	566,000.00	130,994.11	44,967.95	175,962.06	390,037.94	31.09
		END BALANCE	2015-16	MONTH ACTIVITY	MONTH ACTIVITY	YTD BALANCE	AVAILABLE	
		06/30/2015	ORIGINAL	JULY 2015	AUGUST 2015	08/31/2015	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	INCR (DECR)	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Other services and charges								
268-000.00-801.925	Public information (cable, etc)	833.41	1,000.00	29.85	29.85	59.70	940.30	5.97
268-000.00-802.100	Bank Service Charges	2,476.65	2,000.00	159.94	267.32	427.26	1,572.74	21.36
268-000.00-803.000	Independent audit	700.00	700.00	0.00	0.00	0.00	700.00	0.00
268-000.00-804.000	Medical service	659.80	300.00	0.00	0.00	0.00	300.00	0.00
268-000.00-806.000	Legal fees	342.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
268-000.00-809.000	Memberships and dues	4,266.00	4,500.00	2,752.00	0.00	2,752.00	1,748.00	61.16
268-000.00-816.000	Professional services	1,355.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00
268-000.00-817.000	Custodial services	46,145.00	48,800.00	3,900.00	0.00	3,900.00	44,900.00	7.99
268-000.00-818.000	TLN Central Services	4,495.00	4,500.00	0.00	0.00	0.00	4,500.00	0.00
268-000.00-851.000	Telephone	12,082.53	11,500.00	599.91	1,216.65	1,816.56	9,683.44	15.80
268-000.00-855.000	TLN Automation Services	57,006.34	56,000.00	11,047.28	0.00	11,047.28	44,952.72	19.73
268-000.00-861.000	Gasoline and oil	363.61	500.00	0.00	0.00	0.00	500.00	0.00
268-000.00-862.000	Mileage	436.43	300.00	0.00	0.00	0.00	300.00	0.00
268-000.00-880.000	Community promotion	3,961.68	11,800.00	(448.25)	(722.50)	(1,170.75)	12,970.75	(9.92)
268-000.00-880.268	Library programming	11,717.97	22,500.00	3,133.27	(3,975.53)	(842.26)	23,342.26	(3.74)
268-000.00-880.271	Adult programs	4,563.52	0.00	0.00	0.00	0.00	0.00	0.00
268-000.00-900.000	Printing, graphic design and publishing	29,634.55	29,500.00	583.80	282.91	866.71	28,633.29	2.94
268-000.00-910.000	Property & liability insurance	13,000.00	14,300.00	13,464.00	0.00	13,464.00	836.00	94.15
268-000.00-921.000	Heat	11,257.52	11,000.00	118.18	199.18	317.36	10,682.64	2.89
268-000.00-922.000	Electricity	101,729.02	103,000.00	17,519.25	0.00	17,519.25	85,480.75	17.01
268-000.00-923.000	Water and sewer	5,393.13	5,500.00	0.00	0.00	0.00	5,500.00	0.00
268-000.00-934.000	Building maintenance	65,253.18	90,000.00	5,214.59	4,584.16	9,798.75	80,201.25	10.89
268-000.00-935.000	Vehicle maintenance	1,717.20	1,500.00	0.00	0.00	0.00	1,500.00	0.00
268-000.00-941.000	Grounds maintenance	32,735.91	28,600.00	1,360.76	0.00	1,360.76	27,239.24	4.76
268-000.00-942.000	Office equipment lease	12,596.78	12,000.00	2,097.90	2,536.21	4,634.11	7,365.89	38.62
268-000.00-942.100	Records storage	264.34	300.00	20.02	20.02	40.04	259.96	13.35
268-000.00-956.000	Conferences and workshops	8,464.64	14,500.00	1,438.20	(425.12)	1,013.08	13,486.92	6.99
Other services and charges		433,451.21	479,600.00	62,990.70	4,013.15	67,003.85	412,596.15	13.97

		END BALANCE	2015-16	MONTH ACTIVITY	MONTH ACTIVITY	YTD BALANCE	AVAILABLE	
		06/30/2015	ORIGINAL	JULY 2015	AUGUST 2015	08/31/2015	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	INCR (DECR)	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
<hr/>								
Capital outlay								
268-000.00-976.000	Building improvements	0.00	136,200.00	0.00	3,624.00	3,624.00	132,576.00	2.66
268-000.00-986.000	Internal Technology - Capital Outlay	7,020.40	0.00	0.00	0.00	0.00	0.00	0.00
268-000.00-990.000	Furniture	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00
Capital outlay		7,020.40	146,200.00	0.00	3,624.00	3,624.00	142,576.00	2.48
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Net - Dept 000.00-treasury		(96,337.87)	(414,564.00)	2,224,214.92	(52,119.43)	2,172,095.49	(2,586,659.49)	
		END BALANCE	2015-16	MONTH ACTIVITY	MONTH ACTIVITY	YTD BALANCE	AVAILABLE	
		06/30/2015	ORIGINAL	JULY 2015	AUGUST 2015	08/31/2015	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	INCR (DECR)	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
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Fund 268 - LIBRARY FUND 268:								
TOTAL REVENUES		2,670,151.81	2,673,181.00	2,508,572.63	132,842.00	2,641,414.63	31,766.37	(523.95)
TOTAL EXPENDITURES		2,766,489.68	3,087,745.00	284,357.71	184,961.43	469,319.14	2,618,425.86	(523.95)
NET OF REVENUES & EXPENDITURES		(96,337.87)	(414,564.00)	2,224,214.92	(52,119.43)	2,172,095.49	(2,586,659.49)	(523.95)

269 - Library Contributed Funds - Revenues & Expenditures						
2015-2016 Approved Budget (7/15/15)						
			2014-2015	As of 6/12/15	2015-2016	Notes
Collections/Materials	665.230	Revenues	Budget		Approved	
		Beginning Balance 6/30/2014	33,603.99	33,603.99		
		Tu Family*		723.00		
		Berman Family (Parenting)		50.00		
		ABWA - Women's History*		310.00		
		Unsolicited donations	2,000.00	625.00	2,500.00	
TOTAL			\$35,603.99	\$35,311.99	\$2,500.00	
Collections/Materials	742.230	Expenditures				
		Large print collection	(1,005.00)	0.00		
		Youth Collections	(1,000.00)	(853.56)		
		Druschel Library Collection	(400.00)	0.00	(400.00)	
		Parenting Library Collection	(1,300.00)	0.00	(1,000.00)	
		Tu, ABWA			(500.00)	
TOTAL			(\$3,705.00)	(\$853.56)	(\$1,900.00)	
TOTAL			\$31,898.99	\$34,458.43		
Bldgs/Ground/Furniture	665.231	Revenues				
		Beginning Balance 6/30/2014	54,244.67	54,244.67		
		Unsolicited donations	2,000.00	989.10	2,000.00	
		Read Box - Novi Rotary*		707.92		
		Crawford - Patriotic Statue	12,000.00	12,000.00	2,000.00	
		Lending Library - Fundraiser			20,000.00	Lending box (north Novi)
TOTAL			68,244.67	67,941.69	\$24,000.00	
Bldgs/Ground/Furniture	742.231	Expenditures				
		Reallocate to Undesignated	(46,051.84)	(46,051.84)		
		Read Box		(29.65)	(500.00)	
		Crawford - Patriotic statue*	(12,000.00)	(11,072.20)	(500.00)	
		Brick pavers*	(1,400.00)	(287.83)		
		Teen Stop frames for artwork (Friends)	(1,000.00)	(520.92)		
		HD Camcorder (Friends)	(300.00)	(228.63)		
		4 Educational learning stations (Friends)*	(4,000.00)	(2,360.75)		
		Upholstery (6 benches/4 teen chairs)			(5,000.00)	
		Prost			(2,500.00)	
		Lending Library			(20,000.00)	
TOTAL			(\$64,751.84)	(\$60,551.82)	(\$28,500.00)	
TOTAL			\$3,492.83	7,389.87		

Programming	665.232	Revenues				
		Beginning Balance 6/30/2014	10,572.94	10,572.94		
		Unsolicited donations	2,000.00	909.64	2,000.00	
		Berenguer - Light up the Night		200.00		
		Tu Family*		300.00		
		Students for Success (Friends)*		4,000.00	3,000.00	
		Joy Inc.		1,885.67		
		Teen Space*		325.00	200.00	
		Listen @ the Library (Friends)*		400.00		
		Sponsorship		500.00	1,000.00	
Friends Donation		Community Read	2,000.00	750.00	2,000.00	
NLA Funds		Community Read	650.00	650.00	3,000.00	
TOTAL			\$15,222.94	\$20,493.25	\$11,200.00	
Programming	742.232	Expenditures				
		Berenguer - Light up the Night	(265.05)	(200.00)		
		Students for Success*		(832.80)	(3,000.00)	
		Joy Inc.		(1,448.40)		
		Sponsorship		(158.26)		
		Community Read - Staff Appreciation		(186.96)	(500.00)	
Friends Donation		Community Read/Fox Run	(2,000.00)	(2,943.70)	(2,000.00)	
		Teen Space*			(200.00)	
TOTAL			(2,265.05)	(\$5,770.12)	(\$5,700.00)	
TOTAL			\$12,957.89	\$14,723.13		
Technology	665.233	Revenues				
		Beginning Balance 6/30/2014	6,100.00	6,100.00		
		Unsolicited donations	2,000.00	810.00	2,000.00	
TOTAL			\$8,100.00	\$6,910.00	\$2,000.00	
Technology	742.233	Expenditures				
		Book-It Technology	(3,600.00)	0.00		
		3-D Printer (Friends)			(3,000.00)	
TOTAL			(\$3,600.00)	\$0.00	(\$3,000.00)	
TOTAL			\$4,500.00	\$6,910.00		
Undesignated (Misc.)	665.234	Revenues				
269-000.00-390.000		Fund balance 6/30/2014	1,487,507.00	1,487,506.93		
		Unsolicited donations	2,000.00	1,000.00	2,000.00	
		Listen @ the Library (Friends)		1,500.00		
269-000.00-664.000		Interest on investments	31,582.59	13,096.02		
269-000.00-664.500		Unrealized gain (loss) on investments	0.00	18,078.44		
Berman Donation/Naming		Reallocated from Bldgs/Ground/Furniture	46,051.84	46,051.84		
TOTAL			\$1,567,141.43	\$1,567,233.23	\$2,000.00	
Undesignated (Misc.)	742.234	Expenditures				
		Misc expenses (staff appreciation)	(2,000.00)	(438.11)	(500.00)	
		Listen @ the Library (Friends)		(1,500.00)		
TOTAL			(2,000.00)	(1,938.11)	(\$500.00)	
TOTAL			\$1,565,141.43	\$1,565,295.12		
TOTAL			\$1,617,991.14	\$1,628,776.55		
*Accounts still active beyond fiscal year						
		Beginning Fund Balances Forward*	1,592,028.60	1,590,760.53	1,638,430.62	Ending balance as of 6/30/15
		Revenues	56,232.59	59,809.79	41,700.00	
		Expenditures	(30,270.05)	(23,061.77)	(39,600.00)	
		NET Revenues vs. Expenditures	25,962.54	36,748.02	2,100.00	
Approved 7/15/2015		Ending Fund Balance Expected	\$1,617,991.14	\$1,627,508.55	\$1,640,530.62	

		END BALANCE	2015-16	MONTH ACTIVITY	MONTH ACTIVITY	YTD BALANCE	AVAILABLE	
		06/30/2015	ORIGINAL	JULY 2015	AUGUST 2015	08/31/2015	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	INCR (DECR)	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 269 - LIBRARY CONTRIBUTED (WALKER LIBRARY) 269								
Dept 000.00-treasury								
Interest income								
269-000.00-664.000	Interest on investments	24,270.10	15,000.00	2,164.93	0.00	2,164.93	(2,164.93)	100.00
269-000.00-664.500	Unrealized gain (loss) on investments	7,426.03	5,000.00	5,342.96	0.00	5,342.96	(5,342.96)	100.00
Interest income		31,696.13	20,000.00	7,507.89	0.00	7,507.89	(7,507.89)	100.00
Donations								
269-000.00-665.230	Collections/Materials Revenue	1,733.00	0.00	165.00	50.00	215.00	2,285.00	8.60
269-000.00-665.231	Buildings/Ground/ Furniture Revenue	15,867.02	0.00	2,645.71	250.00	2,895.71	21,104.29	12.07
269-000.00-665.232	Programming Revenue	10,421.14	0.00	2,000.00	3,750.00	5,750.00	5,450.00	51.34
269-000.00-665.233	Technology Library Revenue	810.00	0.00	0.00	0.00	0.00	2,000.00	0.00
269-000.00-665.234	Undesignated Misc Donations	3,500.00	12,000.00	0.00	0.00	0.00	2,000.00	0.00
Donations		32,331.16	12,000.00	4,810.71	4,050.00	8,860.71	32,839.29	21.25
Supplies								
269-000.00-742.230	Collections/Materials Expense	1,222.98	5,000.00	0.00	137.63	137.63	1,762.37	7.24
269-000.00-742.231	Buildings/Ground/ Furniture Expense	15,188.00	18,000.00	104.62	16.58	121.20	28,378.80	0.43
269-000.00-742.232	Programming Expense	6,693.56	3,000.00	4,300.00	0.00	4,300.00	1,400.00	75.44
269-000.00-742.233	Technology Library Expense	104.95	4,000.00	0.00	0.00	0.00	3,000.00	0.00
269-000.00-742.234	Undesignated Misc	1,880.58	2,000.00	0.00	18.00	18.00	482.00	3.60
Supplies		25,090.07	32,000.00	4,404.62	172.21	4,576.83	35,023.17	11.56
Other services and charges								
269-000.00-802.100	Bank Service Charges	92.49	0.00	0.00	0.00	0.00	0.00	0.00
Other services and charges		92.49	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 000.00-treasury		38,844.73	0.00	7,913.98	3,877.79	11,791.77	(9,691.77)	
TOTAL REVENUES		64,027.29	32,000.00	12,318.60	4,050.00	16,368.60	25,331.40	561.51
TOTAL EXPENDITURES		25,182.56	32,000.00	4,404.62	172.21	4,576.83	35,023.17	561.51
NET OF REVENUES & EXPENDITURES		38,844.73	0.00	7,913.98	3,877.79	11,791.77	(9,691.77)	561.51
TOTAL REVENUES - ALL FUNDS		2,734,179.10	2,705,181.00	2,520,891.23	136,892.00	2,657,783.23	57,097.77	
TOTAL EXPENDITURES - ALL FUNDS		2,791,672.24	3,119,745.00	288,762.33	185,133.64	473,895.97	2,653,449.03	
NET OF REVENUES & EXPENDITURES		(57,493.14)	(414,564.00)	2,232,128.90	(48,241.64)	2,183,887.26	(2,596,351.26)	

09/12/2015		BALANCE SHEET FOR CITY OF NOVI	
		As of 08/31/2015	
GL Number	Description	Balance	
Fund 268 - LIBRARY FUND 268			
*** Assets ***			
268-000.00-003.000	Cash-Pooled Cash(Fifth Third & Comerica)	517,899.93	
268-000.00-017.000	Investments - Pooled	1,741,565.66	
268-000.00-018.000	Cash on hand	500.00	
268-000.00-020.000	Current taxes receivable	1,763,420.96	
268-000.00-040.050	Accounts Receivable BSA	6,154.00	
	Total Assets	4,029,540.55	
*** Liabilities ***			
268-000.00-202.000	Accounts payable	76,925.11	
268-000.00-215.000	Accrued workers compensation	(109.37)	
268-000.00-215.200	Unemployment insurance liability	933.20	
268-000.00-259.702	Accrued liabilities-tax	29,558.00	
268-000.00-276.400	Deposit for Cafe	500.00	
	Total Liabilities	107,806.94	
*** Fund Balance ***			
268-000.00-390.000	Fund balance	1,845,975.99	
	Total Fund Balance	1,845,975.99	
	Beginning Fund Balance - 14-15	1,845,975.99	
	Net of Revenues VS Expenditures - 14-15	(96,337.87)	
	*14-15 End FB/15-16 Beg FB	1,749,638.12	
	Net of Revenues VS Expenditures - Current Year	2,172,095.49	
	Ending Fund Balance	3,921,733.61	
	Total Liabilities And Fund Balance	4,029,540.55	
* Year Not Closed			

GL Number	Description	Balance
Fund 269 - LIBRARY CONTRIBUTED (WALKER LIBRARY) 269		
*** Assets ***		
269-000.00-003.000	Cash-Pooled Cash(Fifth Third & Comerica)	125,920.47
269-000.00-017.000	Investments - Pooled	1,515,644.04
	Total Assets	1,641,564.51
*** Liabilities ***		
269-000.00-202.000	Accounts payable	167.48
	Total Liabilities	167.48
*** Fund Balance ***		
269-000.00-390.000	Fund balance - Unrestricted	1,487,506.93
269-000.00-390.230	Fund Balance Collections/Materials	33,683.99
269-000.00-390.231	Fund Balance Buildings/Ground/Furniture	52,896.67
269-000.00-390.232	Fund Balance Programming	10,572.94
269-000.00-390.233	Fund BalanceTechnology Library	6,100.00
	Total Fund Balance	1,590,760.53
	Beginning Fund Balance - 14-15	1,590,760.53
	Net of Revenues VS Expenditures - 14-15	38,844.73
	*14-15 End FB/15-16 Beg FB	1,629,605.26
	Net of Revenues VS Expenditures - Current Year	11,791.77
	Ending Fund Balance	1,641,397.03
	Total Liabilities And Fund Balance	1,641,564.51
* Year Not Closed		

Director's Report by Julie Farkas

Grants awarded to Novi Public Library

Lindsay Fricke, Teen Librarian, partnered with Susan Johnson, President of the Friends of the Novi Library, in applying for Community Financial's Summer of Sharing grant. The Friends of the Novi Library were awarded \$1,000 to be used towards the startup of a teen book club.

In August, Fricke attended an all-day School Library Journal Summer Teen Virtual Conference. Fricke spoke with Annick Press during the conference and on September 1, she was one of ten attendees who were awarded a three book set containing a copy of *Diego's Crossing*, *Erebos*, and *Prison Boy*.



Staff Appreciation Luncheon

On September 1, 2015, thanks to the support of the Novi Library Board of Trustees a luncheon was provided to the library staff to celebrate their accomplishments for 2014-2015. In addition, staff received a small gift of a \$5 gift certificate to a local Novi business. Trustees Michener and Verma attended the lunch and addressed the staff. The staff has done a great job completing annual goals and serving the community of Novi. This was one small way to say "thank you".



Rain Garden Project (September 12 & 13, 2015)

The 2-day rain garden project managed by Drew Lathin was a huge success and cost saving for the library. Over 40 volunteers which included students from Northville High School Interact Rotary Club, Novi High, Andrew Mutch – Novi City Council, Barbara Greenberg – Beautification Commission, Colleen Cossey – Beautification Commission, Roy Prentice – MSU Tollgate Farms and library staff Bill Bembeneck and Julie Farkas. Special thanks to all who volunteered their time! Photo provided by Paul Funk.

Teen Space

The 4th season of Teen Space has officially started as of Tuesday, September 8, 2015. This year with the support of our partners (Youth Assistance, Novi Community School District and City of Novi – Parks & Rec) the Library interviewed and hired a part-time monitor (15 hours per week) for the school year program. Yolanda Hockaday-Dennis is a new member of our library family.

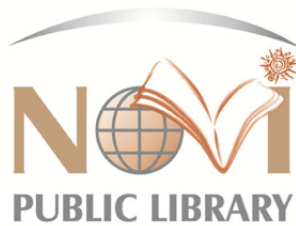
Out and About in Novi and the Library Profession:

- Rotary meetings – 8/20, 8/27 and 9/10 (9/10 – presented a Library update to the club)
- Women's Leadership conference – 8/24 and 8/25
- Woods Elementary new student orientation – 8/26
- Y.O.U. Fox Run author update mtg. – 8/28
- Meeting with new Historical Commission member, Roger Crownover – 9/2
- MI State Fair Grand Opening event w/President Sturing – 9/3
- Northville Newcomers and Neighbors Assoc. mtg. – 9/9
- ABWA mtg. – 9/9
- TLN Ex-Comm mtg. 9/10
- DSLRT mtg. – 9/11
- David Barr memorial – 9/12

Policy B2: Closure Policy

In 2016, the Christmas and New Year's day holidays fall on a Sunday, therefore, by policy the library is to be closed on the Monday after. Monday is the busiest day of the week for the library. I would like propose a change in this policy for Friday before the holiday to be the designated closure day. As for Independence Day, I propose Saturday be closed instead of Monday.

For 2016 only the following dates would be closed: December **23**, 24, 25, **30**, and 31st; January 1st; August 19th for In-service staff training. 2 additional days closed for 2016.



Policy Manual

PUBLIC POLICIES

Policy B2: Closure Policy

The Library will be closed on the following days:

- New Year's Day
- Saturday before Easter
- Easter Sunday
- Mother's Day
- Sunday of Memorial Day weekend
- Memorial Day
- Father's Day
- Independence Day
- Saturday of Labor Day weekend
- Sunday of Labor Day weekend
- Labor Day
- Wednesday before Thanksgiving (Library closes at 5 p.m.)
- Thanksgiving Day
- Christmas Eve Day
- Christmas Day
- New Year's Eve Day
- Staff Development Day

*Any other day as may be approved by the Library Board from time to time.

Staff Development day is usually scheduled for the 3rd Friday in August but is subject to change at the discretion of the Library Director.

Whenever Christmas Day, New Year's Day or Independence Day falls on a Sunday, the Library will be closed on the Monday after.

Notice of all closures will be posted in the Library and on the web site.

NPL Policy Manual, Approved December 19, 2007, Amended May 1, 2010, Amended February 11, 2012; Effective January 1, 2013; Amended October 15, 2014
Signed:

A handwritten signature in black ink that reads 'David Margolis'.

David Margolis
President
Novi Public Library Board of Trustees



Public Services Report by Margi Karp-Opperer

We had another unbelievable summer of reading at NPL! Our totals surpassed last years (2,584 participants) and we are so proud of our community.

Congratulations to Information Services Librarian Erin Durrett. She was one of the winners at the American Library Association's Young Adult Services Association Shark Bowl competition. Way to go, Erin!

A gigantic thank you to the Wainwrights of Paradise Park for their partnership with our Summer Reading Program and for hosting the 2015 Grand Finale parties.

Overwhelming thanks also goes out to the Friends of the Novi Public Library, Novi Community School District, TDR: Tyler, Dumas, Reyes & Groth Specialists in Orthodontics, Tony Sacco's Pizza and Level One Bank. Thank you to Choon's Design for their wonderful Rainbow Loom exhibit in our 2nd floor display case.

Featured Adult Programs:

Lifelong Learning: Get Going with Gale Courses and Learning Express Library

Poodle Skirts & 50's Music with Earth Angels

Monthly Adult Programs:

- Four Help for Families by OLHSA (Oakland Livingston Human Service Agency)
- Computer Tutor 1 on 1 (5 times a week = 20 sessions this month)
- Four Knit 2gether Knitting Circles
- Three Book Discussion Groups
- French, German, & Spanish Language Conversation Groups
- Two Information Services Department Meetings
- Novi Writers' Group

Business Programs:

- ❖ 3 SCORE Business Mentoring sessions
- ❖ Social Media for Small Business Owners



Featured Youth Programs:

- CARE kids from Novi Schools visited two times
- Camp Power Play visited two times
- Summer Reading Finale for preschoolers
- Summer Reading Finale @ Paradise Park (Grades K-4)
- Summer Reading Finale @ Paradise Park (Grades 5-12)
- Sizzling Summer Wednesday with Merry Music Maker
- 2 Rainbow Loom Fun Nights
- Sizzling Summer Wednesday with Beverly Meyer, the Music Lady
- Game Day!
- Game Day! Tabletop Edition
- 3 Monday Movie Matinees
- Dog Days at the Library
- International Story Time Fair
- Pokemon
- Sweetness of Rosh Hashanah
- 2 Musikgarten Programs
- Bright Loritos Spanish Story Time

Monthly Youth Programs:

- Kiddie Craft
- Lego Club

Featured Collections:

Adult: Family Fun Month & Check out Creative NOVI

Youth: It's Time for ABC's and 1,2,3's

Youth DVD: I Can't Remember the Title but the color was Blue

Building Operations Report by Mary Ellen Mulcrone

Last month our staff had a lot of practice with emergency procedures. As reported previously, eight staff members attended CPR/AED training on August 5. On August 19, we conducted a fire drill for staff and public. Fire Marshal, Joe Shelton, was here to observe, and he agreed that all went well. Approximately 125 patrons and staff exited the building in about 3 minutes. Our annual staff-in-service day was held on August 21. The main event that day was an active shooter drill conducted by the Novi Police Department. We have been working with Emergency Management Coordinator, Ray Garbarino, over the past year in planning for this. Ray provided a preliminary safety presentation at our staff day last year and followed up with a table top exercise for managers and other key personnel last April. At this year's staff day, Ray Garbarino, Detective Jon Zabick, and Sergeant Brian Woloski reviewed safety measures with us and then conducted the actual drill, which was followed by a thorough debriefing. It was a rather intense day, but we learned a lot, and staff seemed pleased to have had this opportunity to become more informed and prepared.

We took advantage of the staff day closure of the Library to have the windows washed—inside and outside. We also had the Corian countertops at main service points sanded and polished. Several areas were showing the effects of five years of wear. We learned that this procedure should probably be done about every five years.

The word of the day is bioswales—or maybe you prefer to say rain gardens. During the building process we called them bioswales, but now during the rehabilitation process we tend to call them rain gardens. Either way, they have been commanding a great deal of attention for the past couple of months. As reported previously, rehabilitation of the south rain gardens began in July, with eliminating invasive species. Re-planting of these two rain gardens was done at the end of August. Since then our Facilities staff have been watering heavily to keep the plants alive and hopefully thriving. Rehabilitation of the parking lot rain garden began with spraying to eliminate invasive species on August 28. Mulching and planting of the parking lot rain garden is planned for September 12-13 with the help of volunteers who are currently being recruited. The entire project will still be overseen by Drew Lathin, general manager of Creating Sustainable Landscapes.

Facilities staff have accomplished a number of other things, including replacement of batteries in all of the AST smart bins, restocking all of the first aid kits throughout the building and adding a couple more in key locations, trimming the overgrown bamboo plants at the back of the building and near the front entrance, testing of fire alarm horns and strobes, etc.

IT staff have also been busy, as always. Updated workstations have been introduced at each of the Information Desks, and some older workstations and monitors were deployed in various locations to increase staff efficiency. Many other mostly routine tasks were accomplished, including resolving a glitch with the AST system, replacing UPS batteries at the Checkout Desk and in the AST room, setting up equipment, assisting staff, patrons, speakers, and renters with hardware and software issues, etc.

The following computer training sessions were provided for the public: one Basic Photo Editing with Paint.NET, two Improve Your Typing Skills, two iPad Tips and Tricks, one E-Reader Instruction, one Zinio Digital Magazines, two VHS to DVD Workshops, and 14 Tech Times.

Support Services Statistics 2015-2016													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	TOTAL
Cards Issued	434	479											913
Items checked out	79,554	74,310											153,864
Items borrowed	4,800	4,562											9,362
Items loaned	4,942	4,892											9,834
Read Boxes	326	228											554

	August 2015	August 2014		August 2015	August 2014
Library cards issued	479	364			
Total checkouts	74,310	73,600	READ Boxes	Adult 43	31
				Youth <u>185</u>	<u>186</u>
Items borrowed	TLN 4,451	3,967		Total 228	217
	MeL <u>111</u>	<u>111</u>			
	4,562	4,078			
Items loaned	TLN 4,827	4,650			
	MeL <u>65</u>	<u>83</u>			
	4,892	4,733			

At the August board meeting there was a request to see a break down in the 434 cards that were given out for the month. Below is the information. This takes into account new cards from Novi and patrons added to the library's database from a standalone library (not using the shared system).

July 2015 NPL: New Library Card Statistics Breakdown																				
User Zipcode	Age & Birth Year Range											Age & Birth Year Range								
	85-94		75-84		65-74		55-64		45-54		35-44		25-34		15-24		5-14		0-4	UNDEFINED
	1921-1930		1931-1940		1941-1950		1951-1960		1961-1970		1971-1980		1981-1990		1991-2000		2001-2010		2011-2015	
FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	MALE	FEMALE	
48009																				
48167				2	1		3	1	1	1	5	2	1		2	1	1	2		
48167-9177																		1		
48168											1									
48170								1	1	2										
48187							1													
48322								1			2							2		
48331				1			2		1											
48334							1			1										
48335						1	1						1	1						
48336			1		1				1				1		1					
48337				1						1										
48338							1													
48374				1	1		12	8	12	7	11	11	8	4	13	12	3	13	1	1
48374-2166															1					
48374-2170															1					
48374-2171																	1			
48374-2533																		1		
48375	1			3	3		5	2	9	6	18	23	18	8	11	14	13	16		1
48375-2250																1				
48375-4007															1					
48375-5022																			1	
48377		1		3	3		2	6	5	5	5	19	11	11	6	11	2	7	6	
48377-1842																		1		

Self-Check Totals 2015-16 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
Jul	79,554	56.67%	45,081	10,025	8,678	5,023	7,611	12,073	1,671
Aug	74,310	57.44%	42,681	11,294	2,906	7,603	7,620	11,698	1,560
Sep									
Oct									
Nov									
Dec									
Jan									
Feb									
Mar									
Apr									
May									
Jun									
FYTD	153,864	57.04%	87,762	21,319	11,584	12,626	15,231	23,771	3,231

Library Usage									
2014-2015 Fiscal Year					2015-2016 Fiscal Year				
	Monthly Total	Daily Average	Hours Open	Days Open		Monthly Total	Daily Average	Hours Open	Days Open
Jul	41,988	1,400	289	30	Jul	42,588	1,469	280	29
Aug	37,590	1,296	272	29	Aug	34,009	1,134	281	30
Sep	31,986	1,103	275	29	Sep			261	27
Oct	36,332	1,172	294	31	Oct			291	31
Nov	30,030	1,073	259	28	Nov			266	29
Dec	28,625	1,022	264	28	Dec			263	28
Jan	30,566	1,019	280	30	Jan			278	30
Feb	28,186	1,044	264	27	Feb			275	29
Mar	31,116	1,004	292	31	Mar			283	29
Apr	31,008	1,107	272	28	Apr			280	30
May	28,010	1,000	263	28	May			269	28
Jun	36,610	1,262	280	29	Jun			274	29
FYTD	392,047	1,127	3,304	348	FYTD	76,597	1,298	3,301	349

Computer Logins

2014-2015 Fiscal Year						2015-2016 Fiscal Year					
	Public Workstations	Wireless	Lending Laptops*	Total	Daily Average		Public Workstations	Wireless	Lending Laptops	Total	Daily Average
Jul	5,620	46,177	3	51,800	1,727	Jul	3,794	74,618	5	78,417	2,704
Aug	4,816	48,923	7	53,746	1,853	Aug	3,607	73,816	6	77,429	2,581
Sep	4,866	49,382	1	54,249	1,871	Sep					
Oct	4,167	54,461	2	58,630	1,891	Oct					
Nov	4,463	54,338	2	58,803	2,100	Nov					
Dec	4,228	47,196	1	51,425	1,837	Dec					
Jan	3,395	51,759	2	55,156	1,839	Jan					
Feb	2,918	66,156	2	69,076	2,467	Feb					
Mar	3,556	68,265	2	71,823	2,317	Mar					
Apr	3,287	61,087	4	64,378	2,299	Apr					
May	2,890	69,463	0	72,353	2,584	May					
Jun	3,637	72,043	1	75,681	2,610	Jun					
FYTD	47,843	689,250	27	737,120	2,112	FYTD	7,401	148,434	11	155,846	2,641

Early Literacy Workstation Usage							
2014-2015 Fiscal Year				2015-2016 Fiscal Year			
	Monthly Sessions	Monthly Time (In Minutes)	Average Session (In Minutes)		Monthly Sessions	Monthly Time (In Minutes)	Average Session (In Minutes)
Jul	1,460	38,035	26	Jul	1,505	37,569	24
Aug	1,297	33,735	26	Aug	1,416	35,537	25
Sep	1,039	23,683	22	Sep			
Oct	1,005	22,557	22	Oct			
Nov	995	24,158	24	Nov			
Dec	953	21,756	22	Dec			
Jan	971	22,936	23	Jan			
Feb	962	22,029	22	Feb			
Mar	1,185	28,393	23	Mar			
Apr	1,026	23,551	22	Apr			
May	901	18,957	21	May			
Jun	1,209	29,678	24	Jun			
FYTD	13,003	309,468	23	FYTD	2,921	73,106	25

Technology Training Sessions 2015-2016 Fiscal Year

	Tech Time	eReader	VHS to DVD	iPad	Keyboarding	Paint.NET	Freegal	Zinio Magazines	Staff Training	Impromptu	Total Classes	Total Patrons
Jul	3		2		1					5	11	
<i>patrons</i>	3		2		4					5		14
Aug	5	1	2	2	1	1		1		14	27	
<i>patrons</i>	4	3	2	2	8	4		3		14		40
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	8	1	4	2	2	1	0	1	0	19	27	
<i>Patrons</i>	7	3	4	2	12	4	0	3	0	19		65

2015-2016 Fiscal Year						
	Freegal		Zinio		Gale Courses	
	Check-outs	Number of Patrons	Novi Checkouts	Consortium Checkouts*	Active Learners	Completed Classes
Jul	2,036	201	1,030	14,045	43	1
Aug	1,993	218	773	14,748	70	2
Sep						
Oct						
Nov						
Dec						
Jan						
Feb						
Mar						
Apr						
May						
Jun						
FYTD	4,029	419	1,803	28,793	**	3

* No FYTD due to the rollover of students in six-week classes.

2015-2016 Fiscal Year				
OverDrive				
	Consortium Collection	Advantage Collection	Total OverDrive	New Users
Jul	3,133	1,203	4,336	136
Aug	2,898	1,181	4,079	118
Sep				
Oct				
Nov				
Dec				
Jan				
Feb				
Mar				
Apr				
May				
Jun				
FYTD	6,031	2,384	8,415	254

*Includes: Addison, Allen Park, Auburn Hills, Bacon, Belleville, Berkley, Blair, Brighton, Chelsea, Clarkston, Commerce Township, Cromaine, Dearborn Heights, Dexter, Ferndale, Flat Rock, Franklin, Garden City, Hazel Park, Highland, Huntington Woods, Inkster, Lincoln Park, Livonia, Lyon Township, Madison Heights, Manchester, Milford, Northfield Township, Northville, Novi, Oak Park, Oxford, Pontiac, Redford, Romulus, Saline, Southgate, Springfield, Taylor, Trenton, Walled Lake, Waterford Township, Wayne, Westland, White Lake Township, Wixom, Ypsilanti

Charging Stations Usage					
	2011-12FY	2012-13FY	2013-14FY	2014-15FY	2015-16FY
Jul		3	3	10	23
Aug		2	8	11	4
Sep	3	8	2	4	
Oct	1	3	4	3	
Nov	7	3	4	3	
Dec	1	3	0	4	
Jan	8	4	1	3	
Feb	7	3	1	2	
Mar	11	4	0	0	
Apr	5	3	3	3	
May	8	1	4	9	
Jun	4	1	5	16	
FYTD	55	38	35	68	27

Meeting Room Rentals					
2014-15 Fiscal Year			2015-16 Fiscal Year		
	Rentals	Attendees		Rentals	Attendees
Jul	44	1,234	Jul	21	522
Aug	54	1,810	Aug	47	996
Sep	29	760	Sep		
Oct	36	964	Oct		
Nov	33	890	Nov		
Dec	19	470	Dec		
Jan	22	910	Jan		
Feb	23	656	Feb		
Mar	36	924	Mar		
Apr	31	818	Apr		
May	33	965	May		
Jun	27	765	Jun		
FYTD	387	11,166	FYTD	68	1,518

Library App - 2015-16 Fiscal Year

	Number of Visits	Most Requested Webpages		Number of Visits	Most Requested Webpages
Jul	36,763	1. Catalog	Jan		
		2. My Account			
		3. OverDrive			
		4. Artwork at the Library			
		5. Events			
Aug	44,983	1. Catalog	Feb		
		2. My Account			
		3. OverDrive			
		4. Artwork at the Library			
		5. Book/DVD Lists			
Sep			Mar		
Oct			Apr		
Nov			May		
Dec			Jun		
			Total	81,746	

Bits and Pieces

Vol.6, Number 6

SUMMER 2015

Dearborn Ignites with New Collaborative Program

Exciting things are happening with the Dearborn Public Library. Join your colleagues on Tuesday, October 6 as the Dearborn Public Library, Centennial Library hosts noted library security specialist, Warren Graham, for an all day workshop. Graham, commonly known as the Black Belt Librarian, will discuss conflict avoidance techniques and a variety of measures staff can incorporate to keep patron conflict from escalating to a highly charged level. Come for the morning, afternoon or all day. Event is free, registration with TLN (forthcoming) required. Free parking is available at the rear entrance to the Centennial Library.

More news from Dearborn is forthcoming after the successful completion of a three year service and resource sharing program with the Dearborn Heights Public produces high returns and minimal concern. Stay tuned for an announcement this year on how that project may be expanded.

TLN Document Shred Day – September 16

Where else can you spend some time shredding business and/or personal documents and be treated to a hot dog, chips, soda and cookie? TLN of course! Join us between 10 AM and 2 PM on Wednesday, September 16 for the first ever TLN shred day. Bring your library or personal documents and watch them – shred away – as you enjoy an early lunch on us. No appointment required. Shredding truck will be parked in the TLN parking lot, ready to reduce your unwanted documents into a pile of confetti.

Speak Up – It's your Turn To Create Continuing Education Workshops

The TLN Steering Committee seeks your input on topics which will enhance your library career skills. We have concluded the wide range of topics suggested by member library staff, four years ago. Time for TLN to develop a new curriculum for the next three years. Topic and/or speaker suggestions should be sent to: Jim Pletz at jpletz@tln.lib.mi.us and will be reviewed by the Steering Committee this fall. To date suggested topics include:

- Generational Work and Life Values: What motivates a Baby Boomer that is different from a Gen X; are the 9/11 generation driven only by mobile media devices; finding value and drive with senior staff
- ADA: Does your library measure up to the most recent Americans With Disabilities Act (ADA) standards?
- Social Media: Improving or starting your library footprint in the electronic media age – The impact of Facebook, Twitter and other popular social media outlets as a vehicle for spreading the news about your library and securing instant feedback on services or programs

Bits and Pieces

Vol .6, Number 7

September 2015

Diverse Professional Development Workshops Featured This Fall

Adult Services Fall Workshop: **Librarian Grab Bag: Tools of the Trade** hosted by the Ferndale Area District Library on Wednesday, September 23. Adult Sumer Reading programs from Bacon Memorial District Library and Canton Public Library start the program, followed by Reader Advisory Services in the virtual world With Becky Spratford and concluding with Portland District Librarian Cory Grimminck who highlights the value of ongoing professional development.

Bloomfield Township Public Library hosts the TLN Technology Forum on Friday, October 2. Keynote address, “**Emerging Technologies – Trends from CES and Beyond**” brings Brian Pichman, Director of Strategic Innovation, Evolve Project to discuss the critical role for libraries in bridging the digital divide. Break out group topics include Cybersecurity, Gaming in the Library, 10 Years of open-access 3D printing in the library, Windows 10 and Tech Talk: Lending Devices/Electronics.

Warren “the Black Belt Librarian” returns to SE Michigan on October 6 for an all day workshop hosted by the Dearborn Public Library – Henry Ford Centennial Library. Graham will discuss **Real World Library Security** as his topic theme. Seating is now limited and is projected to be “sold out” by September 21. Email jpletz@tln.lib.mi.us to reserve a seat today.

Wayne Public Library hosts the launch of the third year of the TLN Leaders Book Club. Advance copies of the November 18 featured title **The Head Game** by Philip Mudd, are available to all who attend the September 23 discussion at TLN. Discussions are scheduled for January 27, March 30, May 25, July 27 and conclude on September 28. All sessions are moderated by Professor Lee Meadows of Walsh College.

Membership Meeting October 13

Join your fellow directors for the Tuesday, October 13 Fall Membership Meeting at 11:00 AM, hosted by the Livonia Public Library. A two year analysis of the Dollar Value of TLN services to member libraries will be presented. Plans for professional development workshops will be examined. Pilot solutions for reaching part time staff are scheduled for review. The FY 2016 schedule for membership meetings is as follows: March 15 at the Plymouth District Library, May 17 at Salem-South Lyon District Library and the Annual Meeting and Picnic on July 15 at Heritage Park hosted by the Farmington Community Library. Steering Committee meets at 10:00 AM prior to each membership meeting.

Novi artist David Barr passes away at 75

Cal Stone, cstone@gannett.com 1:17 p.m. EDT September 1, 2015



The Michigan Legacy Art Park and iconic sculptures like the gleaming 63-foot arch in downtown Detroit, Transcending, are here now for all of us to enjoy, but the artist who created them – David Barr – died Aug. 28 after a brief illness.

The 75-year-old artist lived in Novi for the past 34 years. His Sonata, a 16-foot sculpture he created in 1999, is located at Fuerst Park on the southeast corner of Taft and 10 Mile roads.

“It’s a wonderful feeling for me and I’m overjoyed to do it,” Barr said in 2010 when he loaned it to the city. “I’d like to do more and leave some identity here.”

He certainly did that, not only here in Novi, but all over the world.

In 2012, the city purchased his four-acre Villa Barr property on Napier, between Eight Mile and Nine Mile roads, to use as city of Novi Park, Sculpture Garden and Cultural Education Center.

“I love the idea of it serving the community,” Barr said of the agreement. “It’s a place that incorporates nature with art, so it’s very peaceful and perfect as a park setting.”

More than 30 sculptures and art pieces are arranged on the property and the 3,800-square-foot home will now be used as an arts residence program space for classes and lectures.

The city purchased the home, studios and sculpture garden – as well as six pieces of sculpture – for \$375,000 with the stipulation that the Barrs could live continue to live there. David’s wife, Beth Dwaihy-Barr, died in December 2013. She was a dancer, teacher, writer and her husband’s collaborator.

“David Barr was a man blessed with a vision – a vision expressed in his many sculptures that adorn our new Villa Barr art park,” Novi Mayor Bob Gatt said. “David epitomized that which is Novi: A unique city filled with many great people working together, even though their visions may be completely opposite to one another.”

Gatt recalled a dinner honoring Barr a few years ago when then-Mayor David Landry said, referencing Villa Barr, that “art speaks to you.”

“Forevermore, the legacy of David Barr, artist, sculptor, Novi resident and friend, will yell out to people who visit the sacred grounds that will house many of his art pieces,” Gatt said. “All the citizens of Novi are grateful that Mr. Barr passed our way, in our time. Heaven has gained an artist. We shall miss him dearly.”

Barr had said public art can bring apprehension over spending and it's key to prepare people and explain the work.

"Public arts are things people go all over the world to see," he told the *Novi News* in January 2013. "It can tell you so much about the civilization and the culture."

For him, art was a way of life. In 1995, just seven years after receiving the Governor's Michigan Artist Award, he founded the 30-acre Michigan Legacy Art Park at Crystal Mountain, southwest of Traverse City in Thompsonville.

"He was such a compassionate friend and a great mind – a person who when he talked, you just hung on every word and let it sink in and become a part of you," Renee Hintz, MLAP's executive director, said on the organization's website. "I can truly say I am a better person for having known him. He created a body of work – sculptures, reliefs, books and the Art Park – from which great lessons about humanity can be learned. And I know just how proud he was of how the park has grown and the plans we have for the future."

Barr earned a master's of fine arts degree from Wayne State University and was an associate professor of sculpture at Macomb Community College in Warren for 37 years.

He worked on perhaps the largest sculpture in the world, the Four Corners Project, with installations at Greenland, Africa, Irian Jaya (New Guinea) and Easter Island. His sculptures are located all over the state of Michigan, but perhaps his most recognizable is Transcending, a blend of bronze, steel and granite that acknowledges the contributions of Detroit's laborers and skilled tradespeople.

"I'm not interested in making sculptures that people already know what they mean," he said. "There's no new experience to it. What interests me is providing a new way of seeing things."

Friendship formed

Landry got to know Barr and became close to him around 2009, about two years before Landry's last term as mayor.

"We discovered that he lived in Novi," Landry said, "and we had no idea he was this world-renowned artist."

Landry and Kim Capello, mayor pro tem, were on a mayor's exchange in Dublin, Ohio, which has a very vibrant public art program in which artists donate pieces for the city to display for a year.

"We thought this would be a great idea in Novi," Landry said. "Capello knocked on David's door out of the blue. We had no idea this guy had pieces of art all over the world!"

Barr then emailed Landry to have lunch and told the mayor he had been trying for 20 years to do something similar to Ohio's program here in Novi.

“We met again and he confided in me that his health was poor and that he didn’t think he had long to live,” Landry said. “He wanted to talk to the city about acquiring his property as an art park.”

Landry was instrumental in negotiating the deal for Villa Barr.

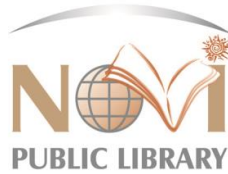
“David was a very dedicated artist and dedicated to protecting the artist,” Landry said.

Barr told the mayor that one of the problems a sculptor has is when he or she dies is the family doesn’t know what to do with these large pieces, so they begin selling them for well below their true value. That, Barr explained, devalues the artist’s other pieces that others have already bought.

“His theory on sculpture is when people think of sculptures like Michelangelo’s David, those artists were illustrators before there was cameras,” Landry said of Barr. “His idea was to open up nature with sculptures that would explain natural phenomenons. He was very into mathematical sequences.”

Landry said he saw Barr at the Pour on the Shore event in late July, when his Fate of Empires piece was dedicated at Pavilion Shore Park.

“Two weeks later, he had a massive stroke,” Landry said. “I visited him at home with hospice and he said, ‘Look, don’t feel sorry for me. I’ve had a full life. I’m doing fine, just take care of my art and I hope the city continues its commitment to all art – not just mine.’ He was an amazing human being and a tremendous artist.



Library Board Calendar

2015

October 21 October 29	Library Board Regular Meeting Library hosts Michigan Library Assn. Conf., Library closes at 5 p.m.
November 3	General Election Day
November November	Annual Library Report – City Council Meeting, TBD Community Read, Library, TBD
November 11	Holiday – Veteran’s Day – Library Open
November 18 November 25	Library Board Regular Meeting Wednesday before Thanksgiving, Library Closes at 5 p.m.
November 26	Holiday – Thanksgiving, Library Closed
December 16 December 16	Library Board Regular Meeting Library Director – Mid-year Review
December 24	Holiday – Christmas Eve, Library Closed
December 25	Holiday – Christmas, Library Closed
December 31	Holiday – New Year’s Eve, Library Closed

2016

January 1	Holiday – New Year’s Day, Library Closed
January 20	Library Board Regular Meeting
February 17 February TBD	Library Board Regular Meeting Budget Planning Session, Library
March 16 March 26 March 27	Library Board Regular Meeting Library Closed Holiday – Easter, Library Closed
April 10-16	National Library Week
April 20 April	Library Board Regular Meeting Budget presented to Council, TBD
May May 8	Library Board - Goal Setting Session, TBD Mother’s Day, Library Closed
May 18 May 29 May 30	Library Board Regular Meeting Library Closed Holiday – Memorial Day, Library Closed
June 15 June 15	Library Board Regular Meeting Library Director Annual Review

June 19 Father's Day, Library Closed

July 4 Holiday – Independence Day, Library Closed
July 20 Library Board Regular Meeting

August –October Community Reads Program
August 17 Library Board Regular Meeting
August 19 Staff In-Service, Library Closed

- Friends Board Meeting meets the second Wednesday of the month, 7 p.m.
- Historical Commission meets the fourth Wednesday of the month, 7 p.m.
The Friends Board Meetings and Historical Commission Meetings are held at the Novi Public Library.