



**CITY OF NOVI LIBRARY BOARD
MINUTES, SPECIAL MEETING
GOAL SETTING SESSION
June 27, 2012**

1. Call to Order and Roll Call

Library Board

Mark Sturing, President

Scott Teasdale, Secretary

Larry Kilgore, Board Member (departed at approx. 7:40 p.m.)

Absent and Excused

Willy Mena, Vice President

David Margolis, Treasurer (arrived at approx. 7:02 p.m.)

Larry Czekaj, Board Member

Ramesh Verma, Board Member (arrived at approx. 7:45 p.m.)

Student Representatives

Jessica Mathew

Torry Yu

Library Staff

Julie Farkas, Director

Mary Ellen Mulcrone, Assistant Director, Building Operations

Margi Karp-Opperer, Assistant Director, Public Services

Barbara Rutkowski, IT/Facilities Department Head

Marcia Dominick, Administrative Assistant

Guests

Patrick Brunett, President, Friends of Novi Public Library

Roy Prentice, Chair, Historical Commission

The meeting was held at the Novi Public Library, 45255 W. Ten Mile Road, Novi, Michigan 48375 and was called to order by Mark Sturing, President, at 7 p.m.

No quorum at the start of the meeting, so no official roll call was provided.

2. Goal Setting

Once the Goals are established, then the staff provides their personal and departmental goals, then strategizes to meet these goals throughout the year.

Goal #1: Marketing/Relationship Building/Outreach (KEEP as written)

- Promote the Library in Novi's residential and business communities; consider new avenues for promoting library services to non-library users; leverage existing resources whenever possible.
 - Use of a five (5) minute presentation piece for infomercials.
 - Book talks, youth programs, artwork, services, Battle of the Books
 - Highlight students, community members, volunteers, ESL groups, Welcome Desk, and accomplishments.

Goal #2: Collections/Services/Programs/Technology

- Provide and maximize technology, programs, services and collections that meet the changing needs of our community.

Goal #2 Recommended: Services/Collections/Programs/Technology

- Provide quality services, collections, programs and technology that meet the changing needs of our community.
 - Meet the needs of the patron usage
 - Balance between demand and availability
 - Show increased library card usage biannually
 - Library card drive – precinct # vs. card holders
 - Number of active cards/% of community; active / inactive
 - Graphically show the trends of usage

Goal #3: Staff Development

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

Goal #4: Financial for Operations (KEEP as written)

- Balance the needs of the community with fiscal responsibility.

Goal #5: Fundraising

- Create fundraising opportunities for our community to continue to grow the library's collections, services, and programs.

Goal #5 Recommended: Fundraising

- Create fundraising opportunities for our community to continue to grow the Library's services, collections, programs and technology.

Goal #6: Board Structure/Development

- Ensure that the Library has an engaged and active Library Board that represents the Library in Novi and the larger library community.

Goal #6 Recommended: Board Engagement

- The Library Board shall be active & engaged and represent the Library in Novi and the greater library community.
 - Board members to be more involved on State level and with the Michigan Library Association.
 - Consider Michigan Library Association/American Library Association to educate the Library Board members to the ever changing library environment.
 - Better advocacy
 - Bring newer members up to speed through training

Goal #7: Planning

- Develop a new five-year strategic plan

Goal #7 Recommended: Policies and Planning

- Ensure that the Library maintains policies and planning strategies that promote safe, efficient, productive and enjoyable experiences for patrons and staff.
 - Annual report
 - Policy review yearly
 - Stay focused on policies; be more proactive

3. Adjourn

The meeting was adjourned at 8:20 p.m.



July 18, 2012

Scott Teasdale, Secretary

Date