Agenda
Novi Public Library Board of Trustees
Thursday, November 12, 2026
at 7:00 p.m.
Location: City of Novi, Council Chambers

Mission: Cultivate Learning, Inspire Creativity, Foster Inclusivity

Call to Order by President, Mark Sturing

Pledge of Allegiance

Roll Call by Secretary, Karla Halvangis
Trustees: Bartlett, Burke, Czekaj, Dooley, Halvangis, Sturing and Yu

Student Representatives: Alayna Hong and Francesca Peavy

Approval of Agenda.....1-3

Consent Agenda
1. Approve Minutes of: October 8, 2026 – Regular Board Meeting.....4-17
2. Approve Claims and Warrants of:
   A. Accounts 271and 272 (#668) 18-20

Presentations
1. XX .....
   N/A

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

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

Reports
1. **Teen Report**..... 21-22

2. **President's Report (Mark Sturing)**
   A. Updates from 10/8/26 Library Board Mtg..... 23-27
   B. TLN/MLA/ALA Updates 27-29
   C. 2026-2027 Board Committee Assignments, as of 7/2/26.....30
   D. Board Member Reflections

3. **Treasurer's Report (Brian Bartlett)**
   A. 10 Year Financial Projection General Fund 271.....31
   B. 2026-2027 271 Approved Budget 32-35
   C. 2026-2027 272 Approved Contributed Fund Budget.....36
   D. Financial Report October 2026.....37
   E. Library Fund 271 Revenue & Expenditure Report as of October 31, 2026..... 38-41
   F. Library Contributed Fund 272 Report as of October 31, 2026 42-43
   G. Balance Sheets for Funds 271 and 272 as of October 31, 2026..... 44-45

(* as of 11/4/26 audit is not completed by City of Novi Finance Dept.)

4. **Director's Report (Julie Farkas)** 46-53
   A. Door Count Usage Statistics – (Jeff Smith) 54-55
   B. Assistant Director of Building Operations Report (Maryann Zurmuehlen) 56
   C. Information Technology Report (Jeff Smith) 57-61
   D. Facilities Report ..... N/A
   E. Assistant Director of Public Services Report (Lori Lowery) 62-63
   F. Information Services Report (Emily Brush and Rae Manela) 64-69
   G. Marketing and Community Promotion Report 69-72
   H. Support Services Report (Sarah Mominee) 73-74
   I. Library Usage Statistics 75-86
   J. Friends of Novi Library –October 2026 E-newsletter; Minutes – 9/9/2026; Minutes – 10/14/26; Agenda – 11/11/26 87-99
   K. City of Novi Historical Commission – Minutes – 8-19/26 100-102

Public Comment – see language above to be recited

Committee Reports

1. **Policy Committee:** Review current public policies for the Library
   (Chair: Burke, Bartlett, Yu and Staff Liaison – Julie Farkas)
   - Meeting held: No meeting held; Support Services Dept. Head and Asst. Director of Building Operations met to go over the Drive-Up Service Policy – Draft 2 103-107

2. **HR Committee:** Review HR Policies for the Library, Director Review & Goals
   (Chair: Dooley, Halvangis, Sturing, Staff Liaisons – Julie Farkas and Kristen Sullivan, HR Specialist)
   - Meeting will be held: No Meeting Scheduled 108-109

3. **HR/Finance Ad-hoc Committee: Committee approved on July 9, 2026 by Library Board**
   (Chair: Sturing, Bartlett, Dooley; Staff Liaisons – Julie Farkas and Kristen Sullivan)
   - Meeting will be held: December 1st ..... N/A

4. **Building & Grounds Committee:** Review Building, Grounds and IT infrastructure needs
   (Chair: Yu, Sturing, Halvangis; Staff Liaison – Julie Farkas, Maryann Zurmuehlen and Jeff Smith)
   - Meeting held: See updates 109

5. **Finance Committee:** Financial assessment, review and planning for the Library
   (Chair: Bartlett, Burke, Czekaj; Staff Liaison – Julie Farkas)
   - Meeting held: No meeting held – Finance Dept. – City of Novi 109-110

6. **Events/Marketing/Fundraising Committee:** Outreach and fundraising opportunities
   (Chair: Dooley, Burke, Yu; Staff Liaisons – Julie Farkas and Dana VanOast)
   - Meeting held: Annual Report for 25/26 is being worked on 110

7. **Strategic Planning Committee:**
   (Chair: Bartlett, Czekaj, Staff Liaisons – Julie Farkas and Lori Lowery)
   - Meeting held on: A meeting is needed to discuss moving forward with Re-Thinking Libraries Consultant 110

8. **Bylaw Committee (Ad-hoc):** Review of Library Board Bylaws
   (Chair: Bartlett, Sturing (Staff Liaison – Julie Farkas)
   - Meeting held on: No meeting held.....N/A
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9. **DEI: Diversity, Equity and Inclusion Committee**
   (Chair: Halvangis, Dooley (Staff Liaison – Julie Farkas)
   - Meeting held: No meeting held.....N/A

Matters for Library Board Action

1. **Recommendation from Library Staff** for Draft 2 of the Drive-up Window Service Policy..103-104

Communications

1. Email from: Julie Schaefer Re: MLA Conference Reception 111
2. Email from: Sandy Chapman Re: Game Days 111
3. Email from: Sheresse Hatcher Re: Coat Drive 111-112

Closed Session

1. Approval to recess into closed session to consider attorney/client privileged document which is exempt from disclosure pursuant to section 8 of the Open Meetings Act .....N/A

Adjournment

Supplemental Information

- Library Board Calendars: 2026 & 2027.....X
- Library Closings 2026 & 2027.....X

2026 Future Events:

- 11/11: Friends of Novi Library Regular Meeting at 7pm, Novi Public Library
- 11/12: Library Board of Trustees Regular Meeting at 7pm, City of Novi
- 11/18: Novi Historical Commission Regular Meeting at 7pm, Novi Public Library
- **11/25: Library Closes at 5pm**
- **11/26 – 11/29 Library CLOSED for Thanksgiving holiday and weekend**
- 12/9: Friends of Novi Library Regular Meeting – CANCELLED
- 12/10: Library Board of Trustees Regular Meeting at 7pm, Novi Public Library
- 12/16: Novi Historical Commission Regular Meeting at 7pm, Novi Public Library
- **12/23: Library Closes at 5pm**
- **12/24 – 12/26: Library CLOSED – Christmas Holiday**
- **12/31 – 1/1: Library CLOSED – New Year's Holiday**
- **BUDGET MEETINGS FOR 2027/2028**

1st Session: January 16th: 10am – 2pm (lunch at noon), Novi Public Library – Board Room
2nd Session: February 4th: 5:30pm – 8pm (dinner at 5:00pm), Novi Public Library – Board Room
Budget Approval: February 11th: 7:00pm – 9:00pm, City of Novi – Council Chambers

The Novi Public Library is committed to ensuring that every Novi community member, library guest, Board of Trustee member, library staff and volunteer, is treated with dignity and respect. Discrimination, bigotry and racism will not be tolerated. The Board and staff are dedicated to promoting diversity, equity and inclusion in order to create a comfortable, safe and supportive library environment for all. DEI Statement (Approved November 20, 2024)

http://www.novilibrary.org