



**Library Board of Trustees – Regular Meeting
September 10, 2026, 7 PM
Novi Civic Center, Council Chambers**

Call to Order by President, Mark Sturing
Novi Civic Center, Council Chambers
Called to order by **President Mark Sturing at 7:00 PM.**

Pledge of Allegiance
The Pledge of Allegiance was recited.

Roll Call by Secretary, Karla Halvangis
Library Board – 7 board members were recorded present
Brian Bartlett, Treasurer
Kat Dooley, Vice President
Mark Sturing, President
Karla Halvangis, Secretary
Lori Burke, Board Member
Torry Yu, Board Member
Larry Czekaj, Board Member
Student Representatives
Positions not filled at this time
Library Staff
Julie Farkas, Director
Kirstin Kaufhold, Recording Secretary

Approval of Agenda 1-3
Motion: To approve the agenda with the amendment to matters of the board by adding moving the 2027 board monthly meeting from June 10th to June 27th

Motion for Approval – 1st – Trustee Burke
2nd – Trustee Czejak
Motion passes – 6-0

Trustee Halvangis proposed moving the June 2027 Board meeting date from June 10, 2027, to June 24, 2027, due to the Community Fest.

Consent Agenda
1. Approve Minutes of: August 13, 2026 –Regular Board Meeting..... 4-12
2. Approve Claims and Warrants of:
A. Accounts 271 and 272 (#666) 13-14

Motion: To approve the Consent Agenda with the correction of date for the approval of minutes

Motion for Approval – 1st – Trustee Dooley
2nd – Trustee Czejak
Motion passes – 6-0

Director Farkas noted an error in the Consent Agenda. The item should state "Approve Minutes of August 13"

instead of "Approve Minutes of July 9."

Presentations

1. Summer Reading Annual Update by Lori Lowery, Asst. Director of Public Services.....N/A

Lori Lowery, Assistant Director of Public Services, reported on the Library's successful Summer Reading Program, which ran from June 1 through August 8. The 2026 theme was *Unearth a Story*. The Summer Reading Program is run by the state and the Library purchased materials through the program which included bookmarks, t-shirts, and other promotional items.

Participants tracked their reading using the Beanstack app or a paper Bingo card which was available at the Library. The program was open to patrons of all ages and abilities. Participants who completed one Bingo earned a completion prize, while those who completed the entire card were entered into the grand prize drawing.

A total of 1,157 participants completed the program, with 16,689 activities completed. Lowery thanked the Library's Summer Reading Program sponsors for their support.

Lowery also shared that the 2027 Summer Reading Program theme will be *Mysteries Await at Your Library*.

In addition to the summer program, the Library offers year-round reading challenges, including 1,000 Books Before Kindergarten, 500 Books Before Middle School, and 100 Books Before Graduation. The Library is currently hosting a Library Card Sign-Up Month reading challenge.

Trustee Czejak asked whether a breakdown of participants by age group was available. Lowery stated that the largest group of participants was youth and teens in grades one through six. Director Farkas noted that a detailed breakdown could be provided to the Board.

Director Farkas also shared that the Library has a real dinosaur bone on display, which was highlighted during the summer program. She noted that sponsorship support reached its highest level this year, with many local businesses partnering with the Library. Farkas added that the Library experiences its highest patron usage during the summer months and thanked the staff for their efforts in making the program a success.

2. iCube Presentation by: Mary Robinson, Dominic Doot and Mallory Lindeman N/A

Mary Robinson, Dominic Doot, and Mallory Lindeman provided an update on the iCube Makerspace. As part of the Library's summer programming and Summer Reading Program Bingo activities, staff created and distributed small 3D-printed dinosaurs.

The iCube, located on the second floor, recently added several new pieces of equipment, including a high-efficiency, low-waste, multi-color 3D printer, two laser cutter and engravers, a Cricut Maker 4, an embroidery machine, and a Baby Lock serger. The embroidery machine and serger were donated by the Friends of the Library. Staff highlighted the capabilities of the new equipment, including the production of 150 mugs for the Veterans Day event, wood engraving projects, acrylic cutting made possible by a new air purification system, embroidery services, sewing projects, and custom vinyl creations. The Cricut Maker 4 is popular for greeting cards, banners, stickers, decals, and heat-transfer vinyl projects. The vinyl cutter remains the most popular green-level equipment in the iCube.

New programming initiatives included Teen Invasion, a summer crafting program for tweens and teens, and expanded beginner sewing classes.

The presenters also discussed the Library's participation in a 3D Assistive Devices initiative funded through the Friends of the Library. The program provides free adaptive devices to patrons through a statewide network in partnership with the Guild of Library Makers. Patrons may request one accessibility device per month, and participating libraries throughout Michigan can offer devices to their patrons for pickup through the network.

Additional updates included plans to add poster printing services and recent improvements to the Makerspace, including the addition of a visible staff welcome desk. It was noted there is a need for additional staffing hours, particularly on Fridays. A review of staffing at comparable makerspaces found that many smaller facilities provide greater staff coverage.

The presenters discussed the continued relevance of library makerspaces, citing equitable access to technology, digital preservation, creative placemaking, sustainability efforts, support for makers and DIY enthusiasts, and the growing use of AI-assisted design tools.

Director Farkas noted that the Novi Public Library's Makerspace is widely recognized throughout the state, frequently receiving inquiries from other libraries seeking guidance on developing makerspaces. Team members have also been invited to present at conferences and share their expertise. Usage of the Makerspace continues to grow, with community members regularly utilizing its resources and services.

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 ensure adequate equipment needs, please contact Library Administration at least five (5) days in advance of the meeting. The materials cannot be changed before the meeting.

No public comment

Reports

- 1. Teen Space Statistics 15-16
 - A. Student Representative Application began promotion on 9/1/26
 - B. Teen Space began on Monday, August 31": Monday – Thursday 2:45pm – 5pm

Director Farkas reported that no applications have been received to date for the student representative positions. If applications are not received by the deadline, the application period may be extended. Staff have contacted teens that have visited the teen space last year, promoted the opportunity on social media, and will continue outreach efforts.

Director Farkas also reported that the Teen Space is currently not open on Fridays. To encourage positive behavior among teens, the Library has introduced "Frappuccino Fridays." When Café staff observe a teen demonstrating exceptional respect and behavior, they provide the teen with Julie Farkas' contact information, and she will personally purchases a Frappuccino for them.

Trustee Burke asked when the Teen Space is expected to return to a five-day schedule.

Director Farkas stated that a new staff member has recently been hired and is currently being trained. The goal is to have the Teen Space operating five days per week by the beginning of the new year.

- 2. President's Report (Mark Sturing)
 - A. Updates from 8/13/26 Library Board Mtg 17-18
 - B. MLA Updates 18-20
 - C. 2026-2027 Board Committee Assignments, as of 7/2/26.....21
 - D. Reflections from Board Members

Trustee Sturing reported that Lisa Waskin, President-Elect of the Michigan Library Association, shared her priorities for her presidential year, which include connection and growth. Trustee Sturing also noted that the Michigan Library Association recently celebrated its 135th anniversary.

Director Farkas added that the Michigan Library Association has utilized four different logos throughout its history.

Trustee Sturing reported that there were no changes to Board committee assignments since the previous meeting.

Trustee Burke reported attending the August 20 Paradise Park concert and noted that it was well attended and enjoyable. Burke also observed that the Friends of the Library had a large presence at the event, including an informational table and raffle baskets. In addition, Burke visited the South Lyon Township Library with her granddaughter and commented on the interactive displays located at the ends of the bookshelves and the helpfulness of the staff.

Trustee Halvangis reminded the Board about the upcoming Human Library event scheduled for Saturday from 1:00 p.m. to 4:00 p.m. Trustee Halvangis shared that she participated in previous years, assisting with greeting attendees, distributing materials, and tracking attendance. She remarked that it was rewarding to hear patrons express their appreciation for the Library. Trustee Halvangis also noted Dolly Parton's significant contributions to literacy initiatives.

Trustee Dooley reported that a library-related documentary recently received an Emmy Award in a documentary category. She commented that the recognition helps bring attention to the importance of libraries and intellectual freedom. Trustee Dooley also noted that several books she has read have been challenged or banned at various times.

Trustee Bartlett reported attending the monthly Friends of the Library meeting, where discussion focused on the upcoming newsletter and annual report. Trustee Bartlett noted that the Friends are transitioning to a digital format for their communications.

Trustee Sturing reported attending several SongFest events and noted that they were well attended and enjoyable. He also had the opportunity to meet representatives from Detroit PBS, who expressed interest in partnering with libraries, including Novi Public Library. Trustee Sturing shared that Detroit PBS recently participated in an event at Eastern Market that attracted more than 3,000 children and families to receive books and educational information.

3. Treasurer's Report (Brian Bartlett)

A. 10 Year Financial Projection General Fund 271	22
B. 2026-2027 271 Approved Budget	23-26
C. 2026-2027 272 Approved Contributed Fund Budget.....	27
D. Financial Report August 2026.....	28
E. Library Fund 271 Revenue & Expenditure Report as of August 31, 2026	29-31
F. Library Contributed Fund 272 Report as of August 31, 2026	32-33
G. Balance Sheets for Funds 271 and 272 as of August 31, 2026	34-35

Trustee Bartlett reported that the City is still in the process of auditing the Library's financial records. The audit is expected to be discussed further at the next meeting. Trustee Bartlett also noted that the City recently lost a member of its finance staff.

Referring to page 26, Trustee Bartlett explained that a comment from Katie McConnachie may have been confusing. The transaction was recorded this week but was backdated and posted as of June 30, 2026.

Trustee Sturing asked about the difference between the fourth-quarter figures and the year-end numbers. Trustee Bartlett explained that year-end figures must be submitted in January in order to receive approval in April as part of the annual budgeting process.

Trustee Bartlett further noted that the Board approves the projected year-end figures during the budget development process.

Trustee Sturing requested additional information showing budget-to-actual comparisons, including an explanation of significant variances and a summary comparing fourth-quarter budgeted amounts to actual results.

4. Director's Report (Julie Farkas)

A. Door Count Usage Statistics – (Jeff Smith)	36-50
B. Assistant Director of Building Operations Report (Maryann Zurmuehlen)	51-53
	54

C. Information Technology Report (Jeff Smith)	55-57
D. Facilities Report (Keith Perfect)	N/A
E. Assistant Director of Public Services Report (Lori Lowery)	58
F. Information Services Report (Emily Brush and Rae Manela)	59-63
G. Marketing and Community Promotion Report (Dana VanOast)	64
H. Support Services Report (Sarah Mominee)	65-66
I. Library Usage Statistics.....	67-76
J. Friends of Novi Library – Minutes: 8/12/26; Agenda. 9/9/26	77-80

Director Farkas recognized staff celebrating work anniversaries and announced that Pat Amierskandari will be retiring after 24 years of service to the Library.

Director Farkas reported that staff attended a Professional Development Day at the South Lyon Library focused on generational training. The training provided strategies for better serving patrons across generations. It was noted that within the Library's management team, every generation was represented.

Director Farkas reminded Trustees of the Library's Open House scheduled for September 20 and asked any Board members interested in volunteering to contact her.

Trustee Halvangis asked about the Community Reads program.

Director Farkas explained that Community Reads provides multiple copies of the same book for patrons to read and includes an opportunity to meet the author. She noted that the current event is fully booked.

Trustee Burke asked why the drive-up service numbers on page 69 were significantly higher in July and August 2026 compared to the same period in 2025.

Director Farkas explained that the Library's new camera system provides more accurate counts. The previous sensor system could record multiple counts for the same vehicle, resulting in less reliable data.

Trustee Dooley asked whether the lobby count cameras record both patrons entering and exiting the building.

Farkas confirmed that the cameras count both entries and exits, and the total is divided by two to estimate overall patron visits.

Trustee Yu noted that the building count by hour report on page 51 showed no data for August 14, 2026.

Director Farkas explained that the Library served as a polling location that day and opened at 5:00 a.m., while voting began at 7:00 a.m. She indicated that polling activity may not have been included in the Library usage statistics and stated that she would verify the data.

Trustee Sturing observed that the Library's computer login statistics appeared significantly different from those of other libraries and asked how the figures were being calculated. He also questioned whether hotspot usage could be affecting the numbers.

Director Farkas stated that she would provide the definition and methodology used for the computer login statistics.

Trustee Burke asked what was included in the public workstation count on page 70.

Director Farkas explained that public workstation usage reflects patrons using Library computers, while Wi-Fi access is available throughout the building, park, and parking lot on a 24/7 basis.

Trustee Halvangis asked about the costs associated with supplies for RIDES deliveries referenced in the fourth bullet point on page 65.

Director Farkas explained that RIDES is a state-run program and that materials borrowed through the system must be returned according to state requirements. She noted that interlibrary loans from institutions such as universities are also processed through the statewide system.

Trustee Czejak asked whether patrons are charged for materials received through the state program.

Director Farkas stated that patrons are not charged. The Library pays a minimal annual fee, with much of the program funding provided through state support.

Trustee Yu asked about the Library's involvement with the Community Reads neighborhood association.

Farkas responded that the Library remains involved with Community Reads and continues to participate in the program. She added that the Library remains open to additional partnership opportunities as they arise.

Public Comment

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No Public Comment

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.....N/A
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: 8/5/26.....84
3. **HR/Finance Ad-hoc Committee: Committee approved on July 9, 2026 by Library Board**
 - Meeting held on: No meeting in August.....N/A

Trustee Burke noted that, according to page 89 of the report, this is the first year the Café has reported a profit.

Trustee Bartlett stated that the Library does not charge the Café rent because it provides a valuable service to Library patrons.

Director Farkas added that the Café has increased revenue by offering meeting room catering services and supporting a greater number of catered events.

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: Novi Schools Construction Update mtg. on 8/27/26 84-88

Trustee Sturing reported that updates have been provided regarding changes to the school bus routes and traffic patterns. Some buses will continue to drop off at Taft Road, while others will utilize a new loop located near the tennis courts. Trustee Sturing noted that information about the changes appeared to have been communicated later than expected.

As a result of the changes, Library staff who previously parked in the school's parking lot will now park in the Library parking lot. Delivery procedures for the Library will remain unchanged.

Trustee Sturing also noted concerns regarding traffic flow and indicated that Oakland County should be contacted to evaluate signal timing, as the current traffic light cycle only allows one bus to exit at a time.

Director Farkas reported that she sent an email to the school principal regarding school employees parking in the Library staff parking area. She noted that if Library staff are unable to access designated staff parking, vehicles parked improperly may be subject to towing.

- 5. **Finance Committee:** Financial assessment, review and planning for the Library (Chair: Bartlett, Burke, Czekaj; Staff Liaison – Julie Farkas)
 - Meeting held: No meeting held N/A
 - Café Financials 2025-2026 89
- 6. **Events/Marketing/Fundraising Committee:** Outreach and fundraising opportunities (Chair: Dooley, Burke, Yu; Staff Liaisons – Julie Farkas and Dana VanOast)
 - Meeting held: No meeting held N/A
 - Library Open House: September 20th 4pm
- 7. **Strategic Planning Committee:**
(Chair: Bartlett, Czekaj, Staff Liaisons – Julie Farkas and Lori Lowery)
 - Meeting held on: No meeting held in August N/A
- 8. **Bylaw Committee (Ad-hoc):** Review of Library Board Bylaws (Chair: Bartlett, Sturing (Staff Liaison – Julie Farkas)
 - Meeting held on: No meeting held in August – members received new copy ..N/A
- 9. **DEI: Diversity, Equity and Inclusion Committee**
(Chair: Halvangis, Dooley (Staff Liaison – Julie Farkas)
 - Meeting held: Meeting scheduled with the Staff DEI Committee on 9/17/26.....90

Matters for Library Board Action
1. To move the 2027 board meeting from June 10th to June 24th 92

Motion: To approve moving the 2027 board meeting from June 10th to June 24th.

Motion for Approval – 1st – Trustee Halvangis
2nd – Trustee Czejak

Motion passes – 7-0

Communications
1. N/A

Closed Session
1. N/A

New Business Adjournment
Motion: To adjourn at 9:12
Motion for Approval – 1st – Trustee Barlett
2nd – Trustee Burke

Motion passes – 7-0

Supplemental Information

- Library Board Calendars: 2026 & 2027 91-92
- Library Closings 2026 & 2027 93-94

2026 Future Events:

- 9/9: Friends of Novi Library Regular Meeting, 7pm, Novi Public Library
- 9/10: Library Board of Trustee Regular Meeting at 7pm, City of Novi
- 9/16: City of Novi Historical Commission Meeting, 7pm, Novi Public Library
- 9/20: Library Open House: 2-4pm
- 10/4 -10/10 Banned Book Week
- 10/8: Library Board of Trustees Regular Meeting at 7pm, City of Novi
- 10/14: Friends of Novi Library Regular Meeting at 7PM, Novi Public Library
- 10/18-10/24: National Friends of Libraries Week
- 10/21: Novi Historical Commission Meeting, 7pm, Novi Public Library

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)

Cultivate Learning. Inspire Creativity. Foster Inclusivity.

45255 W. Ten Mile Road, Novi, MI 48375, Telephone: 248-349-0720 <http://www.novilibrary.org>

Karla S. Halvangis

October 8, 2026

Karla Halvangis, Secretary

Date