



**CITY OF NOVI LIBRARY BOARD
MINUTES, VIRTUAL MEETING
September 24, 2020**

1. Call to Order

The meeting was held virtually with assistance from the City of Novi. The meeting was called to order by Kat Dooley, Vice-President, at 7:01 p.m.

Housekeeping: Trustee Dooley respectfully asks all Trustee's mute until it is their time to speak, stressing that when one person is speaking this allows their voice to be heard fully without any interruptions. Also, trustees should please raise their hand if they would like to speak next. During voting, trustees please verbally say yes and raise their hand for visual confirmation.

2. Roll Call by Vice President, Kat Dooley

Library Board

Melissa Agosta, President (absent and excused)

Kat Dooley, Vice President

Bill Lawler, Board Member

Craig Messerknecht, Board Member

Tara Michener, Board Member

Geoffrey Wood, Treasurer

Torry Yu, Secretary (absent and excused)

Student Representatives

Sarah Chang (left virtual meeting at 7:37 pm)

Tarun Tangirala (left virtual meeting at 7:37 pm)

Library Staff

Julie Farkas, Director

Barbara Cook, Bookkeeper

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Approval and Overview of Agenda

Changes to the Agenda: Trustee Michener added item 15. D. Matters for Board Action- Approval of BCALA and APALA Memberships. Director Farkas added under 10. Treasurer's Report items A. and B. should read fiscal years 2020-2021 and Items F. and G. should read as of August 31, 2020.

A motion was made to approve the Overview of the Agenda as amended.

1st – Geoffrey Wood

2nd – Tara Michener

The motion passed unanimously.

5. Consent Agenda

A. Approval of Regular Meeting Minutes –August 27, 2020

Trustee Dooley updated the minutes on page 7, top paragraph, 3rd sentence will read, "... the material includes research shared at the committee meetings".

A motion was made to approve the regular meeting minutes as amended.

1st – Geoffrey Wood

2nd – Tara Michener

The motion passed unanimously.

B. Approval of Claims and Warrants – Warrant 594 - 268 and 269 accounts

A motion was made to approve Claims and Warrant 594 for accounts 268 and 269.

1st – Craig Messerknecht

2nd – Bill Lawler

The motion passed unanimously.

6. Correspondence

- A. August 25, 2020: Email from Sharon Trumpy, Novi Resident, Re: Library Role in Anti-racism
- B. August 26, 2020: Email from Kelli Kakish, Novi Resident, Re: Library Board Meeting
- C. August 27, 2020: Email from Paula & Gicentroy Henry, Residents. Re: Are we being represented by the Novi Public Library?
- D. August 27, 2020: Email from Sharon Trumpy, Novi Resident, Re: Library Role in Anti-racism
- E. August 27, 2020: Email from Adam Jimenez. Re: Book Donation
- F. September 11, 2020: Email from Grace Faoro, NCSD Teacher, Novi Woods. Re: Library Virtual Tour
- G. September 16, 2020: Email from Madison Skupin, NCSD Teacher, Novi Meadows. Re: Library Virtual Tour

7. Presentation/Special Guest

- A. Recognition of Marcia Dominick retiring after 20 years of service to NPL
 - Director Farkas thanked Marcia Dominick for her amazing 20 years of support, dedication, hard-work and confidentiality to the Novi Library. Marcia held many roles contributing to Board Meetings, Human Resource, Finance and Employee Relations.
 - Each Trustee personally thanked and congratulated Marcia.
- B. April Stevenson, Head of Information Services, Summer Reading 2020 Report
 - Mrs. Stevenson engaged the Trustees in a presentation about the 2020 Summer Reading program-Imagine Your Story.
 - Reading groups consist of Raising a Reader, Birth-Pre K, Kindergarten-12th and Adult. This year the youth librarians condensed the grades due to COVID and the change to virtual. Next year this will be re-evaluated and the grades could be split back up.
 - Overall, participation is down this year but there is an increase in completion (the amount of people that finished the program) in the birth-pre k category the completion rate increased from 27 percent (2019) to over 50 percent (2020).
 - This year the summer reading event encompassed 8 weeks to accommodate closures and COVID; in the past the event has been 10 weeks. However, the staff is very pleased that readers are hovering at that 50 percent completion rate.
 - This summer about 60 programs were offered with around 7,000 guests attending.
 - The Finale was held at Paradise Park. The Library is grateful for Paradise Park's overwhelming generosity and support of Novi Public Library's Summer Reading program.
 - Mrs. Stevenson was excited to announce the 2021 Summer Reading Program Theme is – Tails and Tales.

8. Student Representatives Report

- A. The Student Representatives report for August 2020 can be found on page 29 of the September 24, 2020 Board packet.

9. Executive Session

- A. Closed session to discuss written Attorney-Client Privileged communications.
- The attorney suggested the motion be more detailed and read- The Library Board moves to move into closed session to discuss a written attorney client privileged communication.
 - The motion was so moved.
 - 1st – Geoffrey Wood.
 - 2nd – Craig Messerknecht.
- A roll call vote to move to closed session was taken by Vice-President, Kat Dooley. All 5 Trustees present at the meeting voted yes. The closed session began at 7:37pm and ended at 8:47pm.

10. President's Report (Kat Dooley, Vice President)

- A. 2019-2022 Strategic Objectives (3 year plan)
- Strategic Objectives are on page 30
 - Trustee Dooley will present suggested changes to the Strategic Objectives under the Strategic Planning - Committee Reports.
- B. 2019-2020 Goals Update (July, October, January, April)
- Next update will be in October.

11. Treasurer's Report (Geoffrey Wood)

Trustee Wood presented the Treasurer's Report.

A. 2020-2021 Library Budget Fund 268

The 2020-2021 Library Fund 268 Budget can be found on pages 33-35 of the September 24, 2020 Library Board packet.

- The 2020-2021 Library Fund 268 budget (COVID column) calls for revenue of \$3,124,300 and expenditures of \$3,221,824 consuming \$97,524 of the fund balance.

B. 2020-2021 Contributed Fund Budget 269

The 2020-2021 Contributed Fund 269 Budget can be found on page 36 of the September 24, 2020 Library Board packet.

- The 2020-2021 Contributed Fund 269 budget (COVID column) calls for revenue of \$46,500 and expenditures of \$51,050 consuming \$4,550 of the fund balance.

C. Financial Report September 2020

The September Report summarizing August financial activity is on page 37.

D. Library Fund 268 Expenditure & Revenue Report (ending August 31, 2020)

The Library Fund 268 Revenue and Expenditure Report can be found on pages 38-40 of the September 24, 2020 Library Board packet.

- Revenue ending August 31, 2020 was \$127,768.
- Expenditures ending August 31, 2020 was \$453,402.

E. Contributed Fund 269 Expenditure & Revenue Report (ending August 31, 2020)

The Contributed Fund 269 Revenue and Expenditure Report can be found on page 41 of the September 24, 2020 Library Board packet.

- Revenue ending August 31, 2020 was \$278.
- Expenditures ending August 31, 2020 was \$1,351.

F. Balance Sheet for Fund 268 (as of August 31, 2020)

The Balance Sheet for Fund 268 as of August 31, 2020 can be found on page 42 of the September 24, 2020 Library Board packet.

- Ending Fund Balance for Fund 268 as of August 31, 2020 was \$1,963,929.

G. Balance Sheet for Fund 269 (as of August 31, 2020)

The Balance Sheet for Fund 269 as of August 31, 2020 can be found on page 43 of the September 24, 2020 Library Board packet.

- Ending Fund Balance for Fund 269 as of August 31, 2020 was \$1,705,906.
- There is a notation on the 268 and 269 balance sheets that the year (2019-2020) is not closed. The annual audit is starting with City.

12. Director's Report

The Director's Report can be found on pages 44-78 of the September 24, 2020 Library Board packet.

Staff members celebrating anniversaries in October are:

- Barbara Rutkowski –IT Department Head – 23 years
- Patricia Amireskandari – Support Services– 18 years
- Kit Tang – Support Services – 12 years
- Kristen Abate- Support Services – 11 years
- Linda Brewin – Information Services – 11 years
- Steve Palizzi – Information Services – 8 years
- Emily Miller – Support Services - 1 year
- Jamie Young –Support Services - 1 year
- Latonia Phillips – Information Services - 1 year

Directors Report Summary

- On page 44 at the bottom is a photo of the Kick off to Community Reads featuring Kent State: Four Dead in Ohio by Derf Backderf. This year's book is a graphic novel. The virtual author presentation will take place on November 12, 2020. This event unifies 7 libraries: Commerce Township, Lyon Township, Northville, Novi, Salem-South Lyon, Walled Lake and Wixom. Trustee Lawler is enjoying the book now and will be attending. Director Farkas hopes this genre attracts students and readers in there 20 and 30's.
- On page 45 is information about the student transition program and photos of the four students that were welcomed back. Each student works one day a week in the building.
- On page 46 is daily use of the building documenting number of visitors for COVID tracking. There is a capacity limit of about 100 at the Library. The capacity number has not been exceeded. Timers could always be reinstated if needed. The library is seeing increased student traffic this week. Director Farkas wanted to say thank you to the Novi Community for following the recommendations of the executive order and wearing masks, social distancing, and utilizing the sanitization stations in the building. There have been no instances of COVID at the library. The high school closed 2 days and Director Farkas was in contact with Superintendent Matthews and her management team; monitoring the situation.
- On page 47 is the Program Stat Tracking report and an explanation of requirements to track programs for State Aid.
- On page 48 are answers to the follow up questions regarding the Library Van replacement schedule.
- On pages 49-51 is a comprehensive list of programs provided to Library guests since 2016 which represent and support diversity, equity and inclusion. The list was completed by Gail Anderson, Programming Coordinator.
- On pages 52-67 is the Equity Committee - Summary and Research packet as prepared by Trustee Michener.

- On page 68 is a flyer, created by Dana Brataniec- Novi Library Communications Coordinator that was distributed by the Novi School District. The School District is using a new platform for their notices and information; this application is called Peachjar. Once a month the Library has the opportunity to provide Library information through the school district. Thank you to George Sipple, Marketing and PR Specialist at Novi Schools.
- On page 69 is an example of Lakeshore Lending Library promotion materials.
- On page 70 is information about the 11th Annual Community Reads neighborhood library event featuring Derf Backderf's Kent State: Four Dead in Ohio book.
- On pages 71-73 documents an informational video link from Director Farkas with information about Library card sign up month, banned books week, Community Reads, building usage and donation information.
- On pages 74-78 is the September eNewsletter.

A. Information Technology Report

The Information Technology Report, provided by Barb Rutkowski, can be found on page 79 of the September 24, 2020 Library Board packet. iCube will be opening for individual appointments. Currently, reviewing sanitizing and safety protocols to open for individual appointments.

B. Facilities Report

The Facilities Report, provided by Keith Perfect, can be found on the top of page 80 of the September 24, 2020 Library Board packet. Although there has not been much rain the drainage on the north end of the building has been sufficient so far. Fall clean-up, weeding and winterization of the sprinklers planning is underway.

C. Information Services Report

The Information Services Report is found on pages 83-85, prepared by April Stevenson. On pages page 81 and 82 is the Summer Reading report that April presented to the Board. At the top of page 85 are examples of some of the grab and go crafts.

D. Support Service Report

The Support Services report is found on pages 85-86, prepared by Maryann Zurmuehlen. In August 167 new Library Cards were issued. Noting the items checked out are 45,000 and starting to increase again. We are currently averaging about 450 guests using the building, the numbers were about 1,300 per day prior to COVID.

E. COVID-19 Usage Statistics

The COVID-19 usage statistics update is included on page 86.

F. Library Usage Statistics

The Library Usage Statistics report can be found on pages 87-95.

G. Bits & Pieces -N/A

H. Friends of Novi Library-Songfest Event September 2, 2020, Meeting Agenda September 9, 2020

On page 96 is a photo collage from the September Songfest Event. This event is sponsored by the Friends with a generous \$1,000 commitment towards the talent. Director Farkas thanked the Wainwright's of Paradise Park for allowing the Library to have this program at no cost. On page 97 is the Friends of Novi Public Library September 9, 2020 Meeting Agenda.

I. City of Novi Historical Commission – Meeting Minutes August 19, 2020 and Meeting Agenda September 16, 2020

Included on pages 98-100 are the City of Novi Historical Commission August 19, 2020 Meeting Minutes and the September 16, 2020 Meeting Agenda.

Pages 101 and 102 is the Library Board Calendar.

13. Committee Reports

A. Policy Committee: Review current public policies for the Library

(Michener-Chair, Agosta, Staff Liaison- Julie Farkas)

- Staff Committee consists of: Julie Farkas, Barb Rutkowski, Maryann Zurmuehlen, Betty Lang, Keith Perfect, Dana Brataniec and Hillary Hentschel.
- 1st draft of building policies were sent to the attorney for review/edits as of 7/6/20.
- The Attorney needs more time to review the policies that were sent. Attorney gave October 1, 2020 as a date for receiving edits, and will be offering suggestions to current drafts as well as model policies for the staff committee to review and consider. A date of Monday, October 12, 2020 (2-4pm) has been set for the next staff review meeting.
- Trustee Michener is requesting a clause be added in an existing policy in relation to hate speech.

B. HR Committee: HR Policies, Director Review, Salary Study

(Agosta – Chair, Wood, Dooley, Staff Liaison – HR Manager – open position)

- Committee consists of: Julie Farkas, HR Manager (open position), Lindsay Gojcaj, Kirsten Malzahn and Christopher Nadeau.
- HR Manager posting closed on September 8, 2020. 83 qualified applications were received for the position. Resumes are being reviewed and interview dates are being considered.
- We said good-bye to Marcia Dominick on Thursday, September 17, 2020. Marcia was a 20 year employee of NPL. She served as Administrative Assistant and her role encompassed both HR and Finance for a number of years.
- HR Policy staff review has been suspended until a new HR Manager is hired.
 - Update: President Agosta was absent/excused. Trustee Dooley read the committee summary to the Board.

C. Finance Committee: Financial plan based on building assessment review, Library endowment investigation

(Wood – Chair, Messerknecht, Lawler, Staff Liaison -Julie Farkas)

- Barbara Cook, NPL Bookkeeper, has been added to the Committee. Barbara will take on the work of investigating further an Endowment/Foundation opportunity for NPL in 20/21.
- Director Farkas was asked to provide information to the Committee about the BCALA costs for membership and conference attendance. This information was provided to Committee members. Director Farkas was asked to obtain further information from City of Novi on the 7 year van ownership for the library. Information is provided in the packet.

D. Events/Marketing/Fundraising Committee: Outreach opportunities

(Yu– Chair, Michener, Dooley, Staff Liaison -Julie Farkas)

1. The Marketing Plan was approved at January 23, 2020 meeting.
2. Library/ Community Events attended by Library Board Members in the last month:
 - September Songfest at Paradise Park – Trustee Agosta (September 2, 10)
 - Update: Trustee Yu was absent/excused. Trustee Dooley read the committee summary to the Board.

E. Strategic Planning Committee: Annual review of current plan

(Dooley – Chair, Yu, Staff Liaison – Julie Farkas)

- A meeting was held on Monday, September 14, 2020. Trustee Dooley, Trustee Yu and Director Farkas were in attendance. The Committee reviewed Trustee Michener's information packet presented to the Board in July. The Committee is presenting a draft of an updated Strategic Plan that incorporates the four equity goals that were presented in the research packet for Board consideration.
 - Update: Trustee Dooley explained that the Strategic Planning committee reviewed Trustee Michener's information packet which included the goals of the Equity and Inclusion Committee. These 4 goals were merged into the Strategic Plan, which outlines what the Library would like to accomplish. Trustee Dooley read the suggested changes as appearing on page 31. These amendments will be voted on under 15. A. Matters for Board Action.

F. Building/Landscape Committee: Entrance project

(Messerknecht – Chair, Lawler, Wood, Staff Liaison – Julie Farkas)

- Lakeshore Lending Library Kiosk- Another push in the date, based on communications with City of Novi CIO Rob Petty, to the week of Monday, October 19, 2020. Utility work has been scheduled for the end of August-mid-September. Director Farkas has met with 3 local vendors for vinyl wrap quotes for the kiosk. Pricing has not been received, but not reviewed. Anticipated vinyl wrap date has been changed to Friday, October 23, 2020
- Library Van- Van wrap completed. Pursuing \$2,500 sponsorship opportunities at this time.
- Café – 2 students from the Student Transition Program have started working in the Café: Rick and Matt. See information in the Director's Report.

The Café has resumed early hours at 7am (Mon-Fri) as of Tuesday, September 8th with the start of the new school year. The traffic in the morning has been very slow. Café offered a discount to students, teachers and library staff the first week of school.

- Friends of Novi Library Book Nook – Due to an overwhelming response to donations, the Friends have had to schedule donation drop-offs for the 2nd and 4th Thursdays of the month (10am-7pm) as of September 10. The volume was too much to handle for weekly donation drop-offs as the Friends have a very limited volunteer pool at this time. New signage was created and communications about the change has gone out.
- Air Duct Cleaning RFP- Director Farkas will begin working on a RFP for an air duct cleaning of the full building. This was an approved budget item for 20/21. Keith Perfect is currently reviewing a document to add language specific to our building's needs.
- Voting Day (November 3, 2020)- The Library will be CLOSED to the general public for access to the collections, but drive-up, lockers, hold pick-up and phone assistance by staff will be available. Café will be open, only the Large Meeting Room will be accessible for the voting precinct.

G. Bylaw Committee: Review Library Board Bylaws

(Lawler – Chair, Agosta, Staff Liaison – Julie Farkas)

- Bylaw revisions were approved at the March 28, 2019 meeting.
- Committee has a meeting date set for Monday, October 5, 2020 at 5pm to discuss bylaw updates.

H. Equity and Inclusion Committee

(Michener – Chair, Dooley, Wood, Staff Liaison – Julie Farkas)

- Committee met on Wednesday, September 2, 2020.
 - Focus was BCALA opportunity as well as a Community listening session.
- Committee members requested a comprehensive list of programming offered by NPL over the past years that related to DEI efforts. See Gail Anderson's report enclosed.
 - This list is included in the packet. Trustee Michener stated this shows involvement but still room to grow.
- Director Farkas was asked to retrieve data from the Novi Schools regarding the diversity make up of students attending NCS D and test score percentages by diverse populations to look at education gaps and how NPL could assist with learning opportunities.
 - Trustee Michener mentioned that Trustee Dooley requested this information from the schools.
- Trustee Dooley is recommending to acknowledge current Ad Hoc Diversity, Equity and Inclusion committee to become a standing committee going forward.
 - The DEI Committee is not in the original library by-laws and is therefore an Ad Hoc Committee, established for a specific purpose and this committee could be dissolved. To make this committee a standing committee a vote will be taken under Matters for Board Action item 15.C.
- Trustee Michener was asked to look further into BCALA affiliations for NPL and Spectrum Scholarship; information regarding the BCALA annual conference was provided to the committee regarding timeline and costs.
 - BCALA and APALA memberships will be voted on under Matters for Board Action 15. D.
- Trustee Michener mentioned the idea of a Community Listening Session. The Committee is working on details for a possible October date.
- Next Committee meeting is scheduled for Tuesday, September 22nd which will include Programming Coordinator, Gail Anderson.
 - Trustee Michener, Trustee Dooley, Director Farkas, April Stevenson and Gail Anderson were in attendance for the September 22nd meeting. A community listening session and a multicultural walk through was discussed.
 - Trustee Wood is glad there will be a community listening session and is eager to hear what the community of Novi has to say at these sessions. This feedback from the whole community is a key element and it includes Black students at the high school and all minorities at the high school. This allows the trustees to hear from the community what the gaps are.
 - A potential date of October 27th is established for a community listening session.

14. Public Comment

Trustee Dooley acknowledged and thanked the members of the community and staff, who called in at the last meeting. Trustee Dooley commented that your opinion and caring for the Novi Public Library really shows and just like other institutions, we are meant to grow and learn. Your voice and passion helps with that.

Sharon Trumpy, Novi Resident, 23851 Harvest Drive. She first contacted Director Farkas and the library board in June of 2020 following the death of George Floyd. She shared with the Board some examples

of equity initiatives in other libraries and asked that the library make a commitment to address racism. She did so with full confidence that the Novi Public Library would be ready, willing and able to step up. She expected such because of previous positive interactions. She believes that public services, such as libraries have a duty to ensure that they are serving their community. That community includes Black people like her son. She was disappointed at the last Library Board meeting that a Board member said they would not second a motion for a statement on race and racism because the by-laws specify that they should serve the community; that community is Novi. To Sharon it sounds like the Board does not believe the Novi community includes the Black community. It sounded to her like the Board does not believe that equity initiatives that benefits the Black community actually benefit all of the community. It made her feel like her family is not seen and valued. Since that meeting, Sharon Trumpy has spoken with Director Farkas and she shared a list of actions that she would like to see the Library take on, aligned with the previously established strategic goals. She appreciated Director Farkas's willingness to speak with her and receive her input. Also, she appreciates Trustee Michener's report tonight and hearing about some of the opportunities the Equity Committee has identified. A few of her requests include virtual story time's highlighting issues of diversity and equity, facilitative discussion groups, expanded recruiting efforts to reach more diverse applicants, protocols to ensure staff and patrons can safely report experiences of discrimination and empowering staff and patrons to learn how to talk about race and to confront racism through practical training experiences such as bystander intervention training. She stated these fit within the Libraries stated Strategic goals of universal literacy, inclusive cultural and fostering interactions within this diverse community. At the last Board meeting, several Board members referenced actions speaking louder than words. Sharon said the trustees have a community that is ready and waiting for action. She said the Novi community is ready to partner with Board Members to make the Library an even more amazing place for more people. She hopes that with Board will accept her invitation.

DeJuan Woods, Novi Resident, 49589 Hartwood Drive. He had the pleasure of calling in during the last Board meeting and feels that the Board is committed to diversity and equity. It pleases him particularly in this time, where a lot of the residents are not able to utilize the Library in the way that Library is meant to be used- in person. The critical conversations that the Board is having this evening and the information that the previous caller has articulated, points out areas where the Library can continue to focus on racial equity, diversity and inclusion. It is an important time to move forward as allies to the African American Community. He said Trustee Michener is a wonderful leader, taking a strong position in this space and he is proud of her efforts. Additionally, he is proud of all the Board members for focusing on this issue. He said as resident, who has a first grader attending Deerfield, he is happy that the Library is a resource and pillar of this community. He feels that many of his neighbors and Deerfield parents (he communicates with) sees the Library as one of the biggest strengths in the community. He encourages the Board to continue the great work they are doing and it's about empowering the Board to empower the community. Keep up the good work.

Lisa Goss Hopson, 49773 Hartwick Drive. She called in last month and she said she had some pretty harsh statements that she stands by completely. However, she has listened to the entire meeting and is feeling a lot more hopeful and it seems to her that people are more willing to work with Trustee Michener and the initiatives she has suggested. She wanted to let the Board know she will be listening to future meetings and she is looking forward to the Board at some point, very soon addressing the hate speech clause that the Board promised would be a part of their public statement. She thinks that the Library is the pillar of the community and that it should take a stance against any type of hate speech whatsoever. She felt hopeful when Trustee Wood suggested the inclusion of African American students from the high school and their viewpoint. As a middle school teacher, she has utilized the Novi Library professionally and as a mother of a 4th grade student at Deerfield, who loves to attend the Library. She looks forward to continuing to partner with the Library as a community member and seeing the Board bring more inclusive literature across various genre including not only the African American

demographics but all the other demographics represented in Novi as well. She thinks there should be more books about India and the Indian Culture seeing that is so predominant in Novi. She thinks the books should be on display not for any particular holidays like Dewali or not for just Black History Month, but throughout the entirety of the year. She looks forward to listening to more Board meetings and for the Board to work together with Trustee Michener and making the Equity Committee a standing committee that never goes out of function and the same thing with Diversity. She asked the Board to continue to do a good job and please continue to work together for the benefit of everyone in Novi.

Tia Marie Sanders, did not state her address, Novi Resident. She was also on the last call (at the last Board meeting) and was disheartened and disappointed at that time but as everyone else has said, hearing the meeting tonight she feels hopeful. She thanked Tara for not backing down on this issue and for representing the community. It is not always easy to put your neck on the line and she said the Black community thanks her for it. Also, she wants to say that Sharon Trumpy putting in the details that she did and she hopes that Sharon's document is shared with the Board. Tia Marie from an employee standpoint wants to see diversity in the hiring process, specifically asking for hiring of an African American Black male who she said has never worked in the Novi Library system. She would like an opportunity for a Black man to fill and see themselves in the Library space and be celebrated, respected and valued. She seconds everything that Sharon Trumpy has shared and seconds everything that Trustee Michener has shared and as an employee Tia Marie wants to make sure the weight of that urgency is understood. She said being a Black person that is in a space that is predominately not Black is not always comfortable, pleasant and things happen that she doesn't want to happen and these things are easier to get through with co-workers, managers, and Boards that support and understand her situation and want to see some change happen. She is happier with the Board meeting that is taking place tonight as a citizen and as an employee she is looking forward to some of the things will come out. She wanted to weigh in heavy that the community of the staff are also equally important. She suggested paying internal attention as well. She thanked all the callers and people weighing in and the Board and Director.

Paula Henry- President of PAASN, 23575 Stonehenge. She is happy about what she has heard this evening regarding the initiative of Trustee Michener. She was disappointed last month about the initiative not voted on and believes there should be a clause in the Novi Library policy regarding equity with African American's in the community. She is happy to hear that some changes have been made and is looking forward to seeing the results, stating actions speak louder than words. She is excited about what is being proposed and she definitely looks forward to working with the Novi Public Library and making sure that everyone's voice is heard in Novi.

15. Matters for Board Action

A. Approval of 2019-2022 Strategic Plan with updates (1st draft)

A motion was made to approve the 2019-2022 strategic plan with the updates highlighted in red that reflect the Equity goals that were mentioned.

1st – Tara Michener

2nd – Geoff Wood

The motion passed unanimously.

Trustee Wood mentioned that when the strategic goals were originally prepared a lot of discussions of diversity and inclusion took place. The points in the original document show the power of the framework of the original goals and how the team really pushed diversity and inclusion. Additionally, he is glad to see it spelled out in each of the steps in the document. He is looking forward to seeing where the Board stands at 2 ½ years from now. Trustee Dooley mentioned that by putting these initiatives in cohesion with the strategic plan the Board will have

accountability and measurability. Trustee Dooley appreciates the staff's work and Trustee Michener's work with the goals.

B. Approval of Library Van Replacement Schedule for every 7 years (2nd consideration for approval)

A motion was made to approve the Library Van Replacement plan on page 48.

1st – Craig Messerknecht

2nd – Bill Lawler

The motion passed unanimously.

C. Recommendation to approve current ad hoc Diversity, Equity and Inclusion committee to become a standing committee for the Library Board.

A motion was made to approve the current ad hoc Diversity, Equity and Inclusion committee to become a standing committee for the Library Board.

1st – Tara Michener

2nd – Craig Messerknecht

The motion passed with 4 yes and one abstain.

Trustee Wood noted that this motion changes the by-laws and felt all 7 trustees should have an ability to vote or speak about it. He mentioned changing a by-law is similar to changing a constitutional amendment. He is not saying this is not important, but he wanted to allow all 7 trustees to have a voice and 2 trustees are absent/excused.

Trustee Lawler asked if it will be under the purview of the committee (Diversity, Equity and Inclusion committee) to address some of the specific suggestions the Board has heard today and are there other specific suggestions the committee would envision working if the committee continues? Trustee Michener answered yes anything that falls under Diversity, Equity and Inclusion would be this committee's focus.

D. Trustee Michener discussed the BCALA membership and said it is a division of the ALA but focusing on the Black Community and initiatives that support libraries in that community helping libraries to be more culturally competent. Also, she is asking for a motion to join the APALA, which is the Asian Pacific American Librarians Association branch. That came out of a conversation Director Farkas had with International Librarian, Shannon O'Leary.

A motion was made to approve memberships to the BCALA and the APALA.

1st – Tara Michener

2nd – Geoff Wood

The motion passed unanimously.

Trustee Wood commented that during his research on these memberships he noticed that they have affiliations in certain states but they do not have an affiliation in Michigan. He asked if this precludes the Board from being able to join. Director Farkas said from the ALA perspective the library will have no problem joining, however she will continue to look for offerings at a State level. Trustee Lawler asked if we are members of other similar organizations. Director Farkas said yes we are members of other library specific organizations that support library services and collections. These follow under the National ALA. The library participates in other divisions such as Youth Services and Teen Services. Trustee Michener added that these (memberships) pertain to Ethnic, Race, Diversity, Equity and Inclusion issues and we have not done that piece, yet. Trustee Dooley asked about making the motion broad to include other memberships in the future in addition to BCALA and APALA; to allow ability to join other organizations. Trustee Michener said the passion is here today and may not be next month and research on additional memberships

can be considered and brought to the Board's attention at future meetings. Trustee Wood asked typically in the past when joining these organizations is it top down or is it something the Director determines? Director Farkas commented based on need and how the library gets involved, the library has moved forward and joined them. However, this conversation has been brought to the Board level originally. Director Farkas mentioned that for this meeting a broader statement was provided to Trustee Michener with examples of the BCALA and the APALA. A broader statement would support the libraries current ability to consider broader organizations. Director Farkas is thinking about the LGBTQ+ community where the Library has just made a connection. The library will join multiple organizations if there is an opportunity to do so based on budgets, needs, and opportunities for community, staff and Board involvement and support. Additionally, joining these memberships help support library programming. Trustee Wood added that this motion does not preclude the library from joining memberships in the future. Director Farkas said correct.

16. Adjourn

A motion was made to adjourn at 10:02 p.m.

1st— Tara Michener

2nd—Geoff Wood

The motion passed unanimously.



October 22, 2020

Kat Dooley, Vice President

Date