



45245 W. Ten Mile Road
Novi
Michigan
48375
248-349-0720

MEMO

To: Clay Pearson, Novi City Manager
From: Julie Farkas, Library Director

Dear Clay:

Laura Liddicoat, Communications Specialist for the Novi Public Library, is planning to attend the January 25th City Council meeting. Below are items that she will discuss. I thank you and the council for the opportunity to provide an update to the council and our community.

1. Construction project update
2. Brick/Tree donation (donation to the library is recognized on a plaque or paver depending on donor's choice)
3. Closure of the Library for April and May 2010 for the move to the new building, arrangement of collections (old and new) staff training on many new services and technology components.

Engage will have info on some small amount of programming that will continue while the building is closed. Contact with area libraries (Northville, Salem-South Lyon, Lyon Twp, and Wixom) has been made for our patrons to utilize their facilities and collections while we are closed.

4. Green Brochure – information to share with the community on how the library's new building project will include various green components.
5. Volunteers needed for RFID tagging project (over 145,000 items need to be tagged for a new system for the new building).