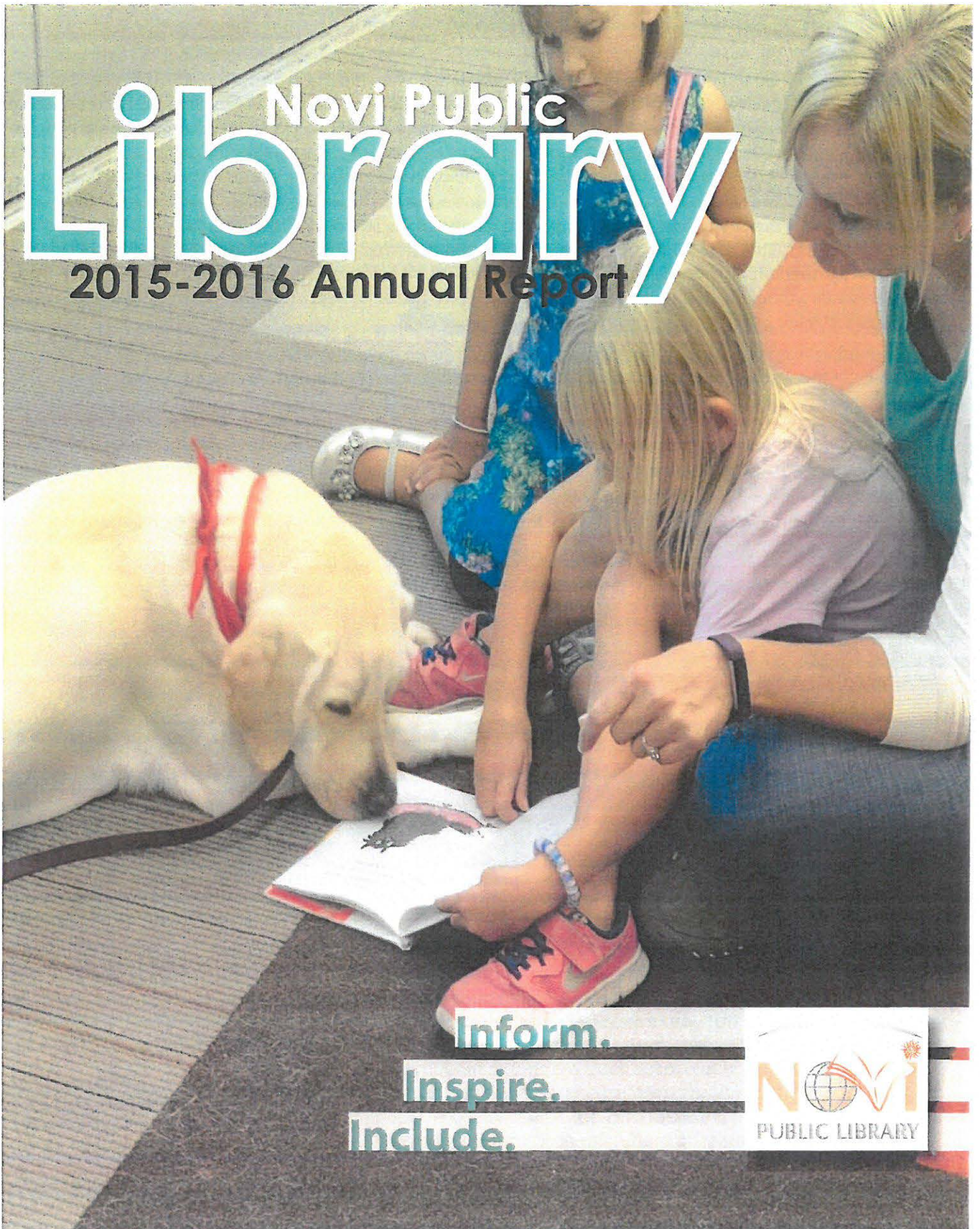


Novi Public Library

2015-2016 Annual Report



Inform.

Inspire.

Include.



A Letter From the President



It may be hard to believe, but the Novi Public Library has been in its current building for six years now. Some of you may remember when the library was started in 1960 near the intersection of Novi Road and Grand River. Still more of you may recall the 23,190 square foot building that served as the Novi Library from 1975 till 2010. Hopefully, all of you are familiar with our current 59,314 square foot Library. Although this larger Library allows us to carry more books it also has allowed us to become so much more than a building with books.

The Novi Public Library has become a Destination Place for the Novi Community. There are literally hundreds of programs offered at the library all throughout the year. There are programs for EVERYONE! Young, old, in-between . . . it doesn't matter. If you would like to figure out your new smart phone, meet a foreign language group, learn to download some music, view an assortment of original art, attend a reading program, rent a meeting room, make a 3-D model, or hear chamber music . . . we have it. And, the things I just listed are only a beginning of all the things we offer.

If, after reading this array of programs you begin to worry that we have forgotten about books, DON'T WORRY, we haven't. This past year we had over 400,000 visitors and they checked out almost 800,000 items!

If you are not currently using the Novi Library I urge you to give us a try. Please do not let the size of the building or the vast array of programs and opportunities overwhelm you. We have some of the nicest, friendliest people working at the Novi Library and any of them will be glad to talk to you about whatever it is you are interested in and they will do their best to make sure you are comfortable in using the Novi Library.

You can easily learn a lot about the Novi Library through our website, novilibrary.org. In addition to using our website to learn about the Novi Library, you can also search our on-line catalog for books or CDs. Our Novi Library app works on all smart phones and is yet another handy tool. We thank you for your continued support and hope to see you soon!

Craig Messerknecht-Library Board President

2015-2016 Library Board Trustees



Craig Messerknecht
President



Tara Michener
Vice President



Melissa Agosta
Treasurer



Ramesh Verma
Secretary



Doreen Poupard
Trustee



William Lawler
Trustee



Geoffrey Wood
Trustee

Supporting YOUR Novi Library

Over the years, wonderful donations have been received from patrons like you! There are many ways that you can donate to the Library-a general monetary gift in memory/honor of someone to help support the Library's various collections, electronic resources, programming or technology; dedication of a tree; a naming opportunity for a room or collection, etc.

To learn more about these opportunities or to meet in person to discuss making a gift to the Novi Public Library, please contact **Julie Farkas, Library Director, at 248-869-7233.**



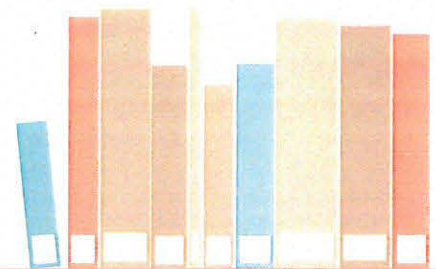
2015-2016 Library Statistics

Visitors at the Library-404,979	Book Collections-140,895
Cardholders-24,154	Audio/Video/CD Collections-29,077
Zinio Magazine Downloads-10,022	Magazine/News. Subscriptions-207
Freegal Music Downloads-25,536	Meeting Room Rentals-431
Items Checked Out-793,991	Meeting Room Participants-10,098
Read Box Circulation-1,446	Teen Space Participants-5,468
Downloadables (Overdrive)-48,457	Computer Logins-35,566
Library App Usage-475,236	New Library Cards Issued-4,307
Reference Transactions-113,778	Summer Reading Participants-2,403
Program Participants-39,920	Interlibrary Loans-112,016
Volunteers-255	Volunteer Service Hours-6,262
Homeowners Assoc. Meetings-36	Homeowner Participants-883



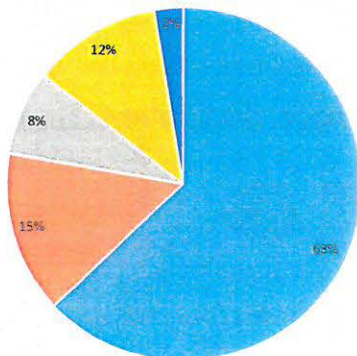
“The Library has become a **destination place** for the Novi Community. There are **hundreds of programs** offered all throughout the year.”

Craig Messerknecht-Library Board President



2015-2016 Audited Financial Review

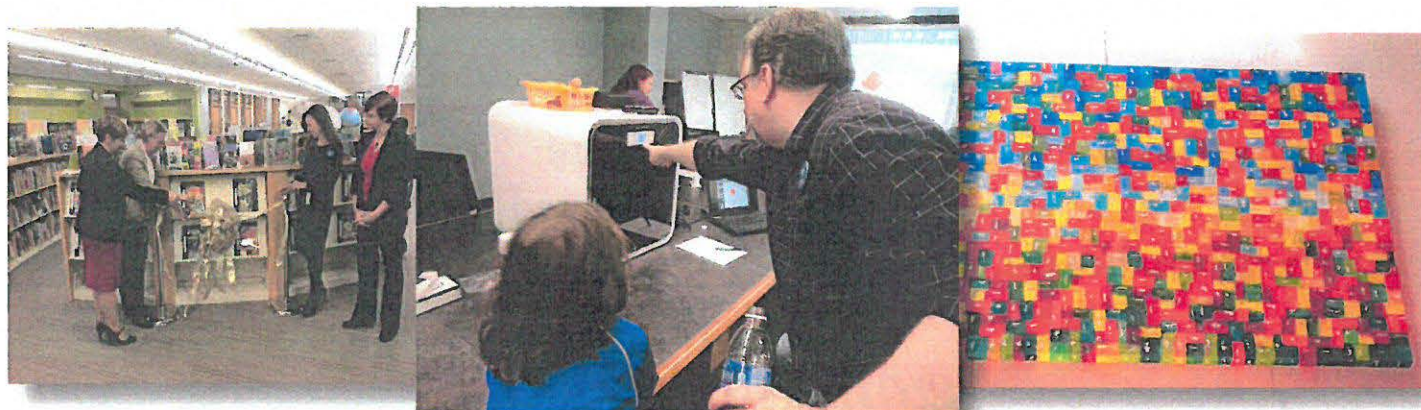
2015-2016 Library Expenditures



1 Personnel/Benefits	\$1,755,852.96
2 Collections/Online Resources/Catalog	\$414,629.34
3 Supplies/Equipment/Technology/Furniture	\$214,980.45
4 Utilities/Maintenance/Building/Grounds	\$330,318.34
5 Other Services	\$73,394.17

Accomplishments Throughout the Year...

- Received the \$1,000 Summer of Sharing Grant by Community Financial to start a Teen Book Club **(July 2015)**
- Celebrated 55 years of the Library being open at the annual Friends of the Novi Library Gala **(October 2015)**.
- Displayed over 50 prints throughout the Library taken by former Detroit Free Press Chief Photographer and Pulitzer Prize winner, Tony Spina (1914-1995) **(October 2015)**.
- Hosted the 6th Annual Community Reads with neighborhood libraries (Lyon Township, Northville District Library, Salem-South Lyon District Library, and Wixom Public Library). The communities read the book Lisette's List by Susan Vreeland **(November 2015)**.
- Thanks to a generous \$500 donation from ABWA(American Business Women's Association) a new collection focusing on women in history was added to the Library **(January 2016)**.
- Patrons can now take a virtual tour of the Library on our website without leaving their home **(March 2016)**.
- Upgraded the data center to improve the performance of the network which translates into faster downloads and a better experience for streaming media. New hardware running Windows 10 with touchscreen displays were added for faster accessibility **(April 2016)**.
- Two new art pieces were added to the Library's collection including a quilt that was handmade in partnership with MSU Tollgate **(May 2015)** and an oil painting created by artist Emilie Beadle **(May 2016)**.
- Unveiled a CubePro Duo 3D printer that turns your ideas and digital designs into real objects and a 3D Scanner that lets you capture a full-color 3D model of an object, person, or a room. Take a 3D selfie and have us print it on the CubePro printer **(May 2016)**.
- Added an extra turn lane to the Library's parking lot to make it more convenient and safe for patrons to enter and exit the building **(June 2016)**.



Hours of Operation:

Monday-Thursday: 10am-9pm

Friday-Saturday: 10am-6pm

Sunday: 12pm-6pm

45255 W. Ten Mile Rd.

Novi, Michigan 48375

248-349-0720

novilibrary.org

Watch. Follow. Like.



Inform. Inspire. Include.

11/21/2016

REVENUE AND EXPENDITURE REPORT FOR CITY OF NOVI
 PERIOD ENDING 06/30/2016
 % Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015 NORM (ABNORM)	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 268 - LIBRARY FUND 268							
Revenues							
268-000.00-403.000	Property Tax Revenue - Current Levy	2,367,212.28	2,449,491.00	2,469,428.00	2,461,558.07	7,869.93	99.68
268-000.00-403.001	Property Tax Revenue- County Chargebacks	(4,521.44)	(25,000.00)	(25,000.00)	294.61	(25,294.61)	(1.18)
268-000.00-403.002	Property Tax Revenue - Tx Tribunal Accr	13,862.00	(10,000.00)	(10,000.00)	15,558.00	(25,558.00)	(155.58)
268-000.00-403.003	Property Tax Revenue -Brownfield Capture	(199.00)	(210.00)	(210.00)	(214.67)	4.67	102.22
268-000.00-420.000	Property Tax Revenue - C/Y Del PPT	(3,424.77)	(6,000.00)	(6,000.00)	(4,846.69)	(1,153.31)	80.78
268-000.00-567.000	State aid	32,841.43	27,000.00	29,000.00	34,495.52	(5,495.52)	118.95
268-000.00-633.100	Insurance Reimbursement	913.00	0.00	0.00	0.00	0.00	0.00
268-000.00-657.000	Library book fines	65,010.47	70,000.00	70,000.00	66,886.35	3,113.65	95.55
268-000.00-658.000	State penal fines	83,205.14	77,000.00	111,926.00	111,926.44	(0.44)	100.00
268-000.00-664.000	Interest on investments	28,693.56	24,000.00	30,000.00	41,574.64	(11,574.64)	138.58
268-000.00-664.500	Unrealized gain (loss) on investments	7,871.32	0.00	2,065.00	23,055.12	(20,990.12)	1,116.47
268-000.00-665.000	Miscellaneous income	15,417.29	16,500.00	16,500.00	15,020.65	1,479.35	91.03
268-000.00-665.100	Copier	2,492.39	2,200.00	2,200.00	2,727.08	(527.08)	123.96
268-000.00-665.200	Electronic media (previously VHS)	238.00	200.00	200.00	217.50	(17.50)	108.75
268-000.00-665.266	Summer reading t-shirt sales	138.73	0.00	131.00	131.17	(0.17)	100.13
268-000.00-665.289	Adult programs	6,981.72	0.00	4,267.00	4,267.33	(0.33)	100.01
268-000.00-665.290	Library fund raising revenue	0.00	3,000.00	0.00	0.00	0.00	0.00
268-000.00-665.300	Meeting room	27,728.02	28,000.00	32,000.00	35,193.65	(3,193.65)	109.98
268-000.00-665.400	Gifts and donations	15,070.42	6,000.00	2,500.00	5,205.32	(2,705.32)	208.21
268-000.00-665.404	Novi Township assessment	5,933.00	6,000.00	6,154.00	6,154.00	0.00	100.00
268-000.00-665.650	Library Cafe	4,688.25	5,000.00	5,000.00	5,658.29	(658.29)	113.17
TOTAL REVENUES		2,670,151.81	2,673,181.00	2,740,161.00	2,824,862.38	(84,701.38)	103.09
Expenditures							
268-000.00-704.000	Permanent salaries	902,359.69	914,000.00	842,000.00	848,742.23	(6,742.23)	100.80
268-000.00-704.200	Wages - Stipend	24,743.89	25,000.00	10,000.00	10,000.00	0.00	100.00
268-000.00-704.250	Final Payout	11,294.19	0.00	19,000.00	18,963.41	36.59	99.81
268-000.00-705.000	Temporary salaries	596,921.16	609,000.00	582,000.00	552,249.03	29,750.97	94.89
268-000.00-715.000	Social security	119,251.99	122,300.00	105,000.00	106,814.50	(1,814.50)	101.73
268-000.00-716.000	Insurance	202,537.39	235,147.00	215,000.00	224,763.56	(9,763.56)	104.54
268-000.00-716.200	HSA - employer contribution	1,248.71	3,000.00	1,500.00	998.21	501.79	66.55
268-000.00-716.999	Insurance - Employee Reimbursement	(36,900.20)	(43,202.00)	(43,000.00)	(41,734.26)	(1,265.74)	97.06
268-000.00-718.000	Pension - DB Normal Cost	14,964.00	0.00	15,000.00	14,112.00	888.00	94.08
268-000.00-718.010	Pension - DB Unfunded Accrued Lia	(18,120.00)	0.00	(17,000.00)	(17,097.72)	97.72	100.57

11/21/2016

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268-000.00-718.200	Pension - defined contribution	18,516.01	26,400.00	26,000.00	24,086.16	1,913.84	92.64
268-000.00-719.000	Unemployment insurance	933.20	0.00	0.00	1,295.20	(1,295.20)	100.00
268-000.00-720.000	Workers compensation	2,080.00	4,300.00	1,000.00	1,948.58	(948.58)	194.86
268-000.00-727.000	Office supplies	18,881.44	23,000.00	23,000.00	19,615.69	3,384.31	85.29
268-000.00-728.000	Supplies - Postage	682.39	700.00	700.00	623.79	76.21	89.11
268-000.00-734.000	Computer supplies, software & licensing	86,900.09	86,400.00	89,700.00	66,110.20	23,589.80	73.70
268-000.00-734.500	Computer supplies/equipment	20,725.29	28,000.00	31,800.00	29,899.05	1,900.95	94.02
268-000.00-740.000	Operating supplies	26,411.22	30,000.00	30,000.00	18,702.42	11,297.58	62.34
268-000.00-740.010	Gift and donations expense	8,533.33	0.00	565.00	1,199.04	(634.04)	212.22
268-000.00-740.200	Supplies - Desk chairs and file cabinets	0.00	800.00	0.00	0.00	0.00	0.00
268-000.00-741.000	Supplies - Uniforms	227.00	300.00	0.00	134.95	(134.95)	100.00
268-000.00-742.000	Library books	173,792.87	195,000.00	190,000.00	174,336.21	15,663.79	91.76
268-000.00-742.100	Library Book - Fines	565.88	1,000.00	700.00	779.42	(79.42)	111.35
268-000.00-743.000	Library periodicals	19,386.58	23,800.00	23,800.00	20,297.83	3,502.17	85.29
268-000.00-744.000	Audio visual materials	60,108.91	71,000.00	71,000.00	67,548.99	3,451.01	95.14
268-000.00-745.200	Electronic media	44,788.70	51,000.00	51,000.00	44,507.93	6,492.07	87.27
268-000.00-745.300	Electronic resources (CD rom materials)	55,399.44	55,000.00	55,000.00	50,362.92	4,637.08	91.57
268-000.00-801.925	Public information (cable, etc)	833.41	1,000.00	400.00	369.29	30.71	92.32
268-000.00-802.100	Bank Service Charges	2,476.65	2,000.00	3,600.00	3,112.49	487.51	86.46
268-000.00-803.000	Independent audit	700.00	700.00	700.00	665.00	35.00	95.00
268-000.00-804.000	Medical service	659.80	300.00	2,500.00	1,286.00	1,214.00	51.44
268-000.00-806.000	Legal fees	342.00	1,000.00	500.00	4,230.00	(3,730.00)	846.00
268-000.00-809.000	Memberships and dues	4,266.00	4,500.00	4,500.00	4,331.00	169.00	96.24
268-000.00-816.000	Professional services	1,355.00	4,000.00	4,000.00	2,356.00	1,644.00	58.90
268-000.00-817.000	Custodial services	46,145.00	48,800.00	46,800.00	46,800.00	0.00	100.00
268-000.00-818.000	TLN Central Services	4,495.00	4,500.00	4,000.00	3,995.00	5.00	99.88
268-000.00-851.000	Telephone	12,082.53	11,500.00	11,500.00	12,932.05	(1,432.05)	112.45
268-000.00-855.000	TLN Automation Services	57,006.34	56,000.00	59,000.00	52,801.04	6,198.96	89.49
268-000.00-861.000	Gasoline and oil	363.61	500.00	500.00	125.07	374.93	25.01
268-000.00-862.000	Mileage	436.43	300.00	100.00	184.61	(84.61)	184.61
268-000.00-880.000	Community promotion	3,961.68	11,800.00	11,800.00	9,065.00	2,735.00	76.82
268-000.00-880.268	Library programming	11,717.97	22,500.00	22,500.00	17,495.94	5,004.06	77.76
268-000.00-880.271	Adult programs	4,563.52	0.00	2,640.00	2,640.19	(0.19)	100.01
268-000.00-900.000	Printing, graphic design and publishing	29,634.55	29,500.00	29,500.00	27,533.58	1,966.42	93.33
268-000.00-910.000	Property & liability insurance	13,000.00	14,300.00	13,464.00	13,464.00	0.00	100.00
268-000.00-921.000	Heat	11,257.52	11,000.00	11,000.00	8,483.52	2,516.48	77.12

11/21/2016

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268-000.00-922.000	Electricity	101,729.02	103,000.00	103,000.00	95,236.64	7,763.36	92.46
268-000.00-923.000	Water and sewer	5,393.13	5,500.00	6,500.00	9,477.30	(2,977.30)	145.80
268-000.00-934.000	Building maintenance	65,253.18	90,000.00	92,000.00	47,114.55	44,885.45	51.21
268-000.00-935.000	Vehicle maintenance	1,717.20	1,500.00	500.00	215.80	284.20	43.16
268-000.00-941.000	Grounds maintenance	32,735.91	28,600.00	40,200.00	51,558.43	(11,358.43)	128.25
268-000.00-942.000	Office equipment lease	12,596.78	12,000.00	15,000.00	14,734.88	265.12	98.23
268-000.00-942.100	Records storage	264.34	300.00	300.00	251.09	48.91	83.70
268-000.00-956.000	Conferences and workshops	8,464.64	14,500.00	14,500.00	10,577.11	3,922.89	72.95
268-000.00-965.101	Transfer to general fund	0.00	0.00	40,000.00	40,000.00	0.00	100.00
268-000.00-976.000	Building improvements	0.00	136,200.00	22,900.00	4,784.96	18,115.04	20.90
268-000.00-986.000	Internal Technology - Capital Outlay	7,020.40	0.00	73,300.00	54,619.88	18,680.12	74.52
268-000.00-990.000	Furniture	0.00	10,000.00	9,475.00	9,475.50	(0.50)	100.01
TOTAL EXPENDITURES		2,796,704.78	3,087,745.00	2,970,444.00	2,789,175.26	181,268.74	93.90
Fund 268 - LIBRARY FUND 268:							
TOTAL REVENUES		2,670,151.81	2,673,181.00	2,740,161.00	2,824,862.38	(84,701.38)	103.09
TOTAL EXPENDITURES		2,796,704.78	3,087,745.00	2,970,444.00	2,789,175.26	181,268.74	93.90
NET OF REVENUES & EXPENDITURES		(126,552.97)	(414,564.00)	(230,283.00)	35,687.12	(265,970.12)	
Fund 269 - LIBRARY CONTRIBUTION 269							
Revenues							
269-000.00-664.000	Interest on investments	24,270.10	15,000.00	0.00	26,726.32	(26,726.32)	100.00
269-000.00-664.500	Unrealized gain (loss) on investments	7,426.03	5,000.00	0.00	18,051.92	(18,051.92)	100.00
269-000.00-665.230	Collections/Materials Revenue	1,733.00	0.00	2,500.00	461.35	2,038.65	18.45
269-000.00-665.231	Buildings/Ground/ Furniture Revenue	15,867.02	0.00	24,000.00	5,150.71	18,849.29	21.46
269-000.00-665.232	Programming Revenue	10,421.14	0.00	11,200.00	18,387.46	(7,187.46)	164.17
269-000.00-665.233	Technology Library Revenue	810.00	0.00	2,000.00	409.00	1,591.00	20.45
269-000.00-665.234	Undesignated Misc Donations	3,500.00	12,000.00	2,000.00	3,212.09	(1,212.09)	160.60
TOTAL REVENUES		64,027.29	32,000.00	41,700.00	72,398.85	(30,698.85)	173.62
Expenditures							
269-000.00-742.230	Collections/Materials Expense	1,222.98	5,000.00	1,900.00	187.13	1,712.87	9.85
269-000.00-742.231	Buildings/Ground/ Furniture Expense	15,188.00	18,000.00	28,500.00	6,672.11	21,827.89	23.41
269-000.00-742.232	Programming Expense	6,693.56	3,000.00	5,700.00	16,344.22	(10,644.22)	286.74
269-000.00-742.233	Technology Library Expense	104.95	4,000.00	3,000.00	965.00	2,035.00	32.17
269-000.00-742.234	Undesignated Misc	1,880.58	2,000.00	500.00	6,023.03	(5,523.03)	1,204.61

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269-000.00-802.100	Bank Service Charges	92.49	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		25,182.56	32,000.00	39,600.00	30,191.49	9,408.51	76.24
Fund 269 - LIBRARY CONTRIBUTION 269:							
TOTAL REVENUES		64,027.29	32,000.00	41,700.00	72,398.85	(30,698.85)	173.62
TOTAL EXPENDITURES		25,182.56	32,000.00	39,600.00	30,191.49	9,408.51	76.24
NET OF REVENUES & EXPENDITURES		38,844.73	0.00	2,100.00	42,207.36	(40,107.36)	
TOTAL REVENUES - ALL FUNDS		2,734,179.10	2,705,181.00	2,781,861.00	2,897,261.23	(115,400.23)	104.15
TOTAL EXPENDITURES - ALL FUNDS		2,821,887.34	3,119,745.00	3,010,044.00	2,819,366.75	190,677.25	93.67
NET OF REVENUES & EXPENDITURES		(87,708.24)	(414,564.00)	(228,183.00)	77,894.48	(306,077.48)	

3 WAYS

NOVI PUBLIC LIBRARY CONNECTS WITH ITS PATRONS

Strategic Planning Update
2015-2016



1

INFORM

- * Widened entrance drive; Added left turn lane
- * Added Computer Tutor One-on-One classes
- * Increased Internet bandwidth from 50 MB to 100MB
- * Started "Baby time & Tot time Fun" blog
- * Over 600 patrons participated in our annual survey

2

INSPIRE

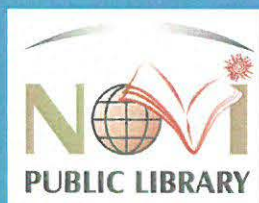
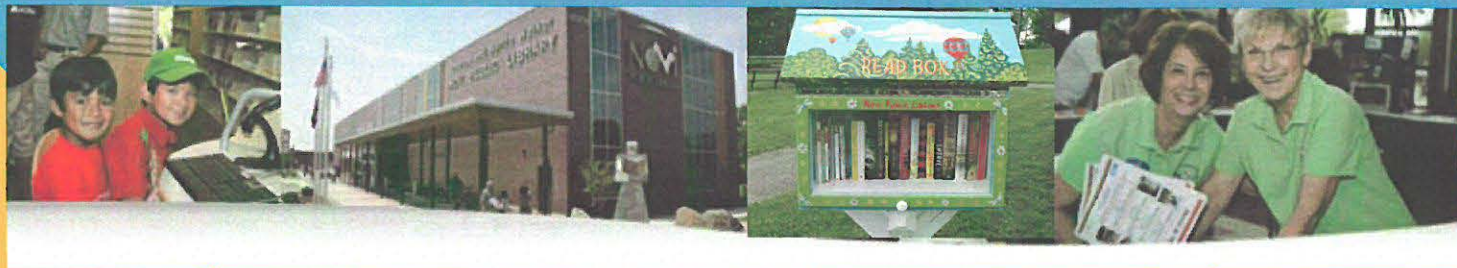
- * Created story time-to-go book bundles for youth
- * Unveiled new Women's History book collection
- * Dedicated new artwork called Autumn Kaleidoscope
- * Historical Commission purchased Villa Barr book rights
- * Added interactive play equipment in youth area

3

INCLUDE

- * Added online donation option through Pay Pal
- * Hosted MLA annual conference reception
- * Recorded over 5,000 visits to Teen Space
- * Started a new teen book club
- * 56% of patrons used self-check services
- * Over 4,000 NEW library cards were issued in 15/16
- * Over 40,000 people attended library programs in 15/16

Beyond Books...



Books on CD

Meeting Room
Rentals

Programs for
ALL Ages

Book Discussions

After-school
Teen Space

3D Printing

Downloadable Books,
Music & Magazines

FREE Online Learning

Computer Classes

Music, DVDs,
Blu-Rays

VHS Conversion

Ask us about these opportunities!

Adopting A Sister Library

The **SAY Detroit Play Center** is a youth training center on the northeast side of Detroit with a mission of developing readers and great people. The brainchild of Mitch Albom, the center features a state-of-the-art recording studio, a synthetic turf football field donated in part by Matthew Stafford, and a 7,000 square-foot digital learning center, among other amenities.

The center is building a lending library and wants your help!

Donations will be accepted for any new or gently-used books (reading levels K-12) for young people to increase their love of reading.

**Donations Accepted:
November 25th, 2016-January 20th, 2017**

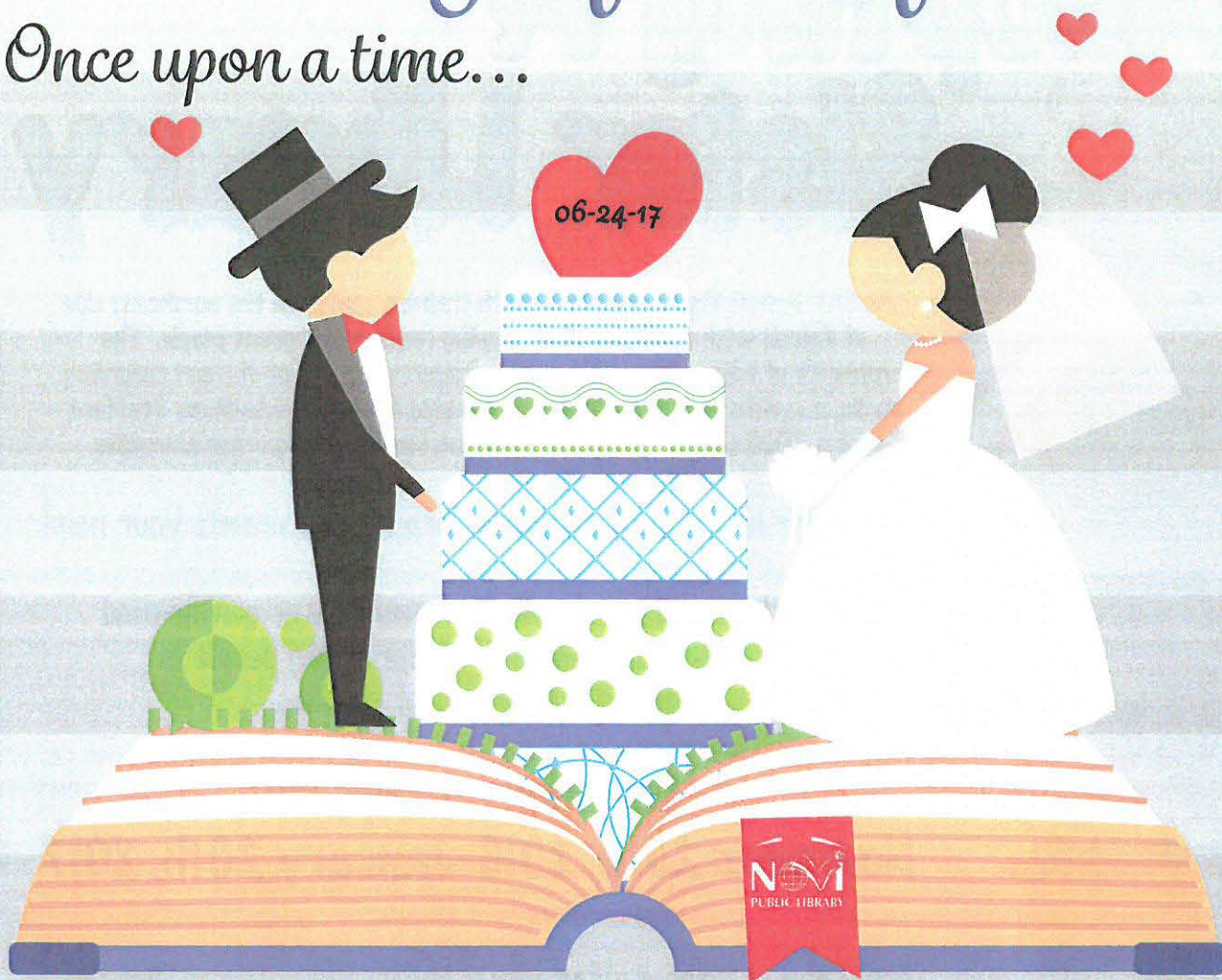
Books can be dropped off at any of the six Neighborhood Libraries (Novi, Salem-South Lyon, Northville District, Wixom, Lyon Township, and Walled Lake City Library).

Thank you for giving the gift of reading!



The Novi Library is offering one lucky couple the chance to win a
Wedding of a Lifetime!

Once upon a time...



...and they lived happily ever after ♥

We are seeking couples who are ready to tie the knot at a storybook venue - the Novi Library. Interested couples should visit novilibrary.org for contest details and start planning the two minute video as to why they're the couple that should win! The deadline to enter is January 24.

The public will get to vote on the dress, cake, rings and most importantly - who the winning couple will be! Voting will take place between February 20 and March 6. Want to learn more? Interested in being a part of the voting process?



Want to be that lucky couple? Visit novilibrary.org for details or call 248.349.0720.