



**Library Board or Trustees – Retreat  
Final Draft - MINUTES  
July 9, 2022  
7 PM  
Lakeshore Park – Novi Michigan**

**Final Minutes**

**Call to Order by President Kathy Crawford**

City Council Chambers

Called to order by President Kathy Crawford at 10:55 AM

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Roll Call by Secretary, Brian Bartlett**

**Library Board – 5 Board members were recorded present**

- Kathy Crawford, President
- Kat Dooley, Vice- President
- Brian Bartlett, Secretary
- Tara Michener, Board Member
- Mark Sturing, Board Member
- Priya Gurumurthy, Absent
- Sreeny Cherukuri, Treasurer – Absent

**Library Staff**

- Julie Farkas, Director

**Note:** Prior to the formal meeting the board was provided a demonstration of the Lake Shore Automated lending library including.

- A discussion of replenishment, logistics, and operation of the system
- A demonstration of a book check out
- A demonstration of a book return
- Discussion of the usage and statistics

**Approval of Agenda**

**Motion:** To Approve the Retreat Agenda / Training session Agenda.  
Motion for Approval – 1<sup>st</sup> – Trustee Dooley  
2<sup>nd</sup> – Trustee Michener

**Motion passes – 5-0**

## 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.

## No Public Comment

### Training Session: - Janet Tyler, Facilitator, True Depth

Janet Tyler is the President of True Depth, an executive coaching and management consulting firm located in Novi, Michigan. She is a certified executive coach, helping companies nationwide achieve the growth that matters to them most. Her areas of expertise are leadership development, executive and team coaching, and strategic planning. Janet is a public speaker known for her talks on leadership, stress management, conflict resolution in the workplace, and achieving business growth. Currently, she is working with leaders from Sony Entertainment, AB InBev, Workday, Salesforce, Ford, Credit Karma, and Deloitte. She holds a Bachelor of Arts and Masters' degrees in Organizational Communication from Eastern Michigan University.

Ms. Tyler led a coaching session focusing on the following structure:

**Direction – The goals and objectives of the board**

**Alignment – How the board and its structure is designed to achieve those goals**

**Commitment – The dedication of each individual board member to the goals and purpose of the board**

Key take aways and notes from the session:

Intentions of board members expectations for today's session: (Shared love of Novi and the Library)

- **Sense of unity, cooperation, togetherness**
- **High energy collaboration**
- **Positive**
- **Inclusive**
- **Good treats**
- **Laid the foundation for tough decisions and conversations in the future**
- **Understand one another better**
- **Future meetings – guardrails**

What board members considered their skill sets within the board. Discussion between members with examples in application.

- **Tara – Industry expert**
- **Kathy – Optimism**
- **Mark – Determination and Cooperation**
- **Brian – Negotiation, meeting objectives and planning**
- **Kat – Solutions driven, Collaborative**
- **Julie – Planning and Connector to the Community**

What a meeting should include to maximize the boards effectiveness and efficiency.

- **Clear agendas**
- **Attendance – punctuality**
- **Spirit of collaboration/cooperation**
- **Effective listening**
- **Preparation by members**
- **Knowledge of subject matter**
- **Mutual respect for one another**
- **Open-mindedness**
- **Culture of inclusivity**
- **Attention to meeting project and committee deadlines**

**Board member reflections**

Each board member indicated that the day was very productive.

**Adjournment**

**Motion:** Motion to Adjourn at 12:50 PM  
Motion- Trustee Michener  
2<sup>nd</sup>-Trustee Sturing

**Motion Passes – 5-0 – (Consensus – non roll call vote)**

**Adjournment**



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Brian Bartlett, Secretary

July 21, 2022

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Date