

MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: SHERYL WALSH-MOLLOY, DIRECTOR OF COMMUNICATIONS
SUBJECT: APPRECIATION EVENTS
DATE: MARCH 18, 2025

Following feedback received through an event follow-up survey, we are excited to announce a change to the Annual Appreciation event. This year, the City of Novi will host two separate events to better recognize and celebrate the unique contributions of our dedicated volunteers and hardworking employees.

Survey results highlighted a clear preference for distinct events that allow us to tailor each experience in a more meaningful way. Additionally, employees expressed a strong desire for more opportunities to network with each other, build stronger team connections, and enhance workplace culture. By separating the events, we can:

- Provide a more personalized experience that appropriately honors the efforts of each group.
- Create dedicated opportunities for deeper engagement and connection.
- Foster a stronger sense of teamwork and camaraderie among employees.
- Ensure that both our volunteers and employees feel fully appreciated for their invaluable contributions.

Importantly, these two events will be designed to remain within the current budget allocated for the traditional single event, ensuring we maintain fiscal responsibility while enhancing the experience for all.

Event Details:

- A **Volunteer Appreciation Evening** will focus on recognizing the dedication and service of our volunteers who generously give their time to support our Novi. This event will be very similar to those of the past for the volunteer and a guest, including a buffet and music early in the holiday season. Our team is in the process of developing a formal recognition component to add to this evening.
- An **employee event** will recognize the hard work, dedication, and achievements of our City staff team. The event is anticipated to be held on an afternoon closer to the Christmas holiday.

We believe this change will allow us to better express our gratitude and make each event more memorable and impactful. Details on dates and locations will be shared soon.