

CITY OF DEARBORN DEPARTMENT OF LIBRARY  
LIBRARY COMMISSION MEETING MINUTES

April 11, 2014

**Approved**

**ATTENDEES:**

➤ Chairperson Marcel Pultorak	Present
➤ Vice Chairperson Nancy Zakar	Present
➤ Secretary/Treasurer Jihan Jawad	Present
➤ Commissioner Ali Dagher	Present
➤ Commissioner Dr. Ryan Lazar	Present
➤ Commissioner David Schlaff	Excused
➤ Commissioner Sally Smith	Excused
➤ Commissioner Toni Straley	Excused
➤ Commissioner Robert Taub	Excused
➤ Library Director Maryanne Bartles	Present
➤ Deputy Director Julie Schaefer	Excused
➤ Administrative Librarian Steven Smith	Present
➤ Department Technician Vanda Taylor	Present

**I. APPROVAL OF MINUTES**

Commission Chairperson Pultorak called the meeting to order at 4:03 pm. He announced that a motion is in order to approve March 14, 2014 minutes.

- Motion made by Commissioner Dagher, and second by Commissioner(s) Lazar. Motion carried without objection.

**II. FOUNDATION UPDATE**

Director Bartles reported:

- The Foundation is reviewing the Teen Area proposal and is requesting a more detailed quote from the designer and planner.
- The next Foundation meeting is scheduled for Monday, April 21<sup>st</sup>.

**III. BUDGET UPDATE**

Chairperson Pultorak reported:

- Director Bartles and Chairperson attended the Budget Review Session with the City Council, on Tuesday, April 8, 2014.
- There was a proposal to the Council from the Administration suggesting to levy an additional .55 of millage to support the Library and to cease any General Fund contributions.
- Chairperson Pultorak distributed a list of Library Planning and Budget Concerns and a discussion followed.
- Chairperson Pultorak reported that there was a discussion regarding the relocation of the Human Resource Department.

#### **IV. INFORMATION ITEMS**

##### **A. The Big Read-Dearborn**

Director Bartles reported:

- Coyotes of the Rouge event will take place from 1:00 to 3:00, Saturday, April 12, 2014.
- On Saturday, April 26, 2014, George Guidall, Audiobook Narrator, will be sharing his experiences as a narrator and a reading of The Call of the Wild.
- The Final Wrap Up is scheduled for Saturday, May 17, 2014.
- The Big Read Committee is going well and is expected to continue.
- The Marketing Committee discussed various outreach opportunities.

##### **B. Strategic Planning RFP Update**

Chairperson Pultorak reported:

- Chairperson Pultorak, Commissioner Straley, and Director Bartles met in order to discuss the final draft of the RFP, so that it can be submitted to Purchasing.
- There was a discussion with the Legal Department regarding the impact of using a facilitator and the insurance requirement.
- Director Bartles explained the basis of the surveys that will be used for collecting data and the specific groups that will be surveyed.

#### **V. ACTION ITEMS**

##### **A. Non-library Tenants and Fiscal Policies regarding Library Fund**

Motion to authorize Chairperson Pultorak to meet with City Administration and Finance Department to discuss the fiscal policies and the use of the Library's facilities by non-library tenants, made by Commissioner Dagher, and second by Commissioner Zakar. Motion carried without objection

#### **VI. COMMENTS**

The meeting was adjourned with no objection at 4:38 pm.