

CITY OF DEARBORN DEPARTMENT OF LIBRARY
LIBRARY COMMISSION MEETING MINUTES

June 13, 2014

Proposed

ATTENDEES:

➤ Chairperson Marcel Pultorak	Present
➤ Vice Chairperson Nancy Zakar	Present
➤ Secretary/Treasurer Jihan Jawad	Excused
➤ Commissioner Ali Dagher	Excused
➤ Commissioner Dr. Ryan Lazar	Present
➤ Commissioner David Schlaff	Present
➤ Commissioner Sally Smith	Present
➤ Commissioner Toni Straley	Present
➤ Commissioner Robert Taub	Excused
➤ Library Director Maryanne Bartles	Excused
➤ Deputy Director Julie Schaefer	Present
➤ 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 May 9, 2014 minutes.

- Motion made by Commissioner Smith, and second by Commissioner(s) Schlaff.
Motion carried without objection.

II. FOUNDATION UPDATE

A. Essay Contest

Director Deputy Director Schaefer reported:

- Two students were awarded by Village Ford on May 29, 2014.
- Next meeting will be held Monday, June 16, 2014
- Test mailing for the current resident campaign continues to be in progress, and plans to be mailed near August or September.

III. INFORMATION ITEMS

A. Strategic Planning

Commission Chairperson Pultorak reported:

- No one has responded to the RFP. Consultant must be hired through the library
- RFP Consultant must be hired through the library

B. Food for Fines

Deputy Director Schaefer reported:

- 13 boxes of food were collected.
- Another food for fines drive will possibly be planned near the holidays.

C. Summer Reading Program

Deputy Director Schaefer reported:

- The program begins Monday, June 16, 2014.
- Brochures regarding Adult, Children, and Lunch & Learn programs were distributed.
- Registration for the programs may be accessed online.
- There will also be a “Read with a Teen” program for the smaller children.
- Summer Reading Program Wrap Up Party is schedule for Thursday, August 7, 2014.

D. Homecoming

Deputy Director Schaefer reported:

- Homecoming is scheduled for August 1, 2, and 3, 2014.
- There will be a table set up and volunteers will be needed.
- Commissioner Smith suggested having library card applications available at the table.

E. Library Budget

Commission Chairperson Pultorak reported:

- The budget has been adopted
- On June 6, 2014, Chairperson Pultorak and Director Bartles met with the Mayor and Chief of Staff Mark Guido for further discussion of the library’s budget.
- The relocation of Human Resources was also discussed and will be possibly moving to the new Dearborn Administration Center.

F. Big Read

Deputy Director Schaefer reported:

- The Wrap Up Party on May 17, 2014, was very well attended.
- Henry Fischer has been working on the final report, budget, and the editing of the Big Read publication.

G. Re-appointments:

Commission Chairperson Pultorak reported:

- Chairperson Pultorak and Commissioner Lazar have been re-appointed. Their terms will expire June, 2017.
- Commissioner Jawad must be re-appointed by June 20, 2014.

H. Staff Updates

Deputy Director Schaefer reported:

- There were a few resignations and new department specialists were hired.
- Clara Hedge has retired and Administration will be planning a formal event for Clara after 65 years of employment.

IV. ACTION ITEMS

a. Election of Officers

- Commissioner Straley has been voted as the Vice Chairperson.
- The Chairperson and Treasurer seats will remain.

Motion made by Commissioner Schlaff, and second by Commissioner Lazar.
Motion carried without objection.

The meeting was adjourned with no objection at 4:25 pm.