

CITY OF DEARBORN DEPARTMENT OF LIBRARY
LIBRARY COMMISSION MEETING MINUTES
November 8, 2013

Approved

ATTENDEES:

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

I. APPROVAL OF MINUTES

Commission Chairperson Pultorak called the meeting to order at 4:09 pm. He announced that a motion is in order to approve October 11, 2013 minutes.

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

II. FOUNDATION UPDATE

Director Bartles reported:

- The next meeting is schedule December 3, 2013.
- Ms. Marquard is a new member of the Foundation.
- Steve Schroeder is resigning from the Foundation but will be available for assistance.

III. BUDGET UPDATE

Director Bartles reported:

- No budget items to report.
- Director Bartles is currently working on the personnel and capital budgets.
- There has been a discussion of phasing in LED lighting throughout the library as a part of the capital budget.

IV. INFORMATION ITEMS

A. STRATEGIC PLAN

- Commissioner Chairperson Pultorak & Commissioner Straley received emails notifying them of their appointments for the Strategic Plan RFP Review Panel.

B. MEETING ROOM POLICY

Director Bartles reported that:

- The Meeting Room Policy is still under review regarding issues such as: what staff reserves which meeting rooms; first come, first serve policy; the posting of meeting room rules; and deposit requirements.

V. ACTION ITEMS

A. DEARBORN HEIGHTS RECIPROCAL AGREEMENT

Director Bartles reported that:

- Dearborn Heights Reciprocal Agreement has been distributed to the Commissioners for review.
- The current agreement expires March, 2014. Director Bartles would like to have the agreement with a 5 year term, instead of the current 2 year term.

VI. COMMENTS

- No items discussed.

The meeting was adjourned with no objection at 4:14 PM.