

DEARBORN PUBLIC LIBRARY  
LIBRARY COMMISSION MEETING MINUTES  
February 10, 2017  
**APPROVED**

- ATTENDEES:
- |   |           |
|---|-----------|
| ➤ Chairperson Marcel Pultorak           | ➤ Present |
| ➤ Vice Chairperson Ali Dagher           | ➤ Present |
| ➤ Secretary/Treasurer Dr. Ryan Lazar    | ➤ Excused |
| ➤ Commissioner Barth Bucciarelli        | ➤ Present |
| ➤ Commissioner Jihan Jawad              | ➤ Present |
| ➤ Commissioner Michelle Jawad           | ➤ Excused |
| ➤ Commissioner Arrwa Mogalli            | ➤ Absent  |
| ➤ Commissioner David Schlaff            | ➤ Absent  |
| ➤ Commissioner Nancy Zakar              | ➤ Present |
|   |           |
| ➤ Library Director Maryanne Bartles     | ➤ Present |
| ➤ Deputy Director Julie Schaefer        | ➤ Present |
| ➤ Administrative Librarian Steven Smith | ➤ Present |
| ➤ Department Technician Daniel Smith    | ➤ Present |

## **I APPROVAL OF MINUTES**

Commission Chairperson Marcel Pultorak called the meeting to order at 4:03pm. He announced that a motion is in order to approve the minutes from the January 13, 2017 Library Commission meeting.

- Motion made by Commissioner Nancy Zakar, second by Vice Chairperson Ali Dagher. The motion passed.

## **II BUDGET**

The Library capital, operating, and technology budgets have been submitted. The City-wide facilities budget is being worked on. The Library will incur some indirect costs to the facilities budget for powerhouse operation, which is distributed among the City campus and senior housing.

## **III FOUNDATION UPDATE**

The direct mail campaign is fizzling out, though a few sizeable donations were recorded at the beginning of the year.

There may be no essay contest for 2017. The former president was the main coordinator in the past. Many of the board members are new to the Foundation, and they plan to rework the contest once they've adjusted.

President Robyn Mazza is scheduled to have a brainstorming meeting with the administration to discuss how the Foundation can assist the Library, and to review their mission as an organization.

## **IV INFORMATION ITEMS**

### **A. Dearborn Public Schools students**

There have been repeated problems with high school students at Henry Ford Centennial for several years. Every year during finals, hundreds of them congregate in the library, run amok, and abuse the staff and facilities. The Security Committee will meet to develop stricter guidelines to address these issues for the upcoming finals period in June. Once the committee has guidelines in place, the Mayor's Office will be notified, and they will be up for review by the Library Commission before they are presented to City Council.

After the new guidelines are approved, Library administration has spoken with the mayor and his chief of staff for clearance to issue press releases announcing the new finals study time rules. The schools have been supportive of our plight and have also been distributing our information, but they have no authority over the students outside of their property.

### **B. Survey Update**

The second wave of surveys was mailed out to non-responders on February 9. Of the 3,886 surveys sent out so far, 390 came back by mail and 58 were done online.

### **C. Finance and Library Tax Capture**

The City received data regarding the personal property tax reimbursement and state-shared revenue for essential services from the State of Michigan. The State calculated a loss of \$8.6 million in personal property tax revenue in Dearborn. However, a proration factor of 265% was applied to the reimbursement, which resulted in a total payment of \$17.6 million.

The monies received are proposed to be allocated based on associated millage rates and base reimbursement amounts. The Library is scheduled to get a share, as it is supported by its own millage. Since the legally guaranteed reimbursement from the State covers only the essential

services portion of the general operating budget (approximately \$3 million), the City recognizes that this payment could be a “favorable anomaly” that may never again occur.

**V ACTION ITEMS**

No action items presented.

**VI COMMENTS**

The volunteer luncheon will be held at Dearborn Hills on Wednesday, May 17 from 12:00pm to 2:00pm.

The meeting adjourned with no objection at 4:35pm