

DEARBORN PUBLIC LIBRARY  
LIBRARY COMMISSION MEETING MINUTES  
June 9, 2017  
**Proposed**

- ATTENDEES:
- |   |           |
|---|-----------|
| ➤ Chairperson Marcel Pultorak           | ➤ Present |
| ➤ Vice Chairperson Ali Dagher           | ➤ Present |
| ➤ Secretary/Treasurer Dr. Ryan Lazar    | ➤ Present |
| ➤ Commissioner Barth Bucciarelli        | ➤ Present |
| ➤ Commissioner Jihan Jawad              | ➤ Present |
| ➤ Commissioner Michelle Jawad           | ➤ Present |
| ➤ Commissioner Arrwa Mogalli            | ➤ Present |
| ➤ Commissioner David Schlaff            | ➤ Present |
| ➤ 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 4:05pm. He announced that a motion is in order to approve the minutes from the May 12, 2017 Library Commission meeting.

- Motion made by Commissioner Nancy Zakar, second by Commissioner David Schlaff. The motion carried.

## **II BUDGET**

The FY2018 budget was adopted by City Council.

## **III FOUNDATION UPDATE**

The Foundation is hiring a board development consultant. They plan to move forward with this at their June meeting.

They are sponsoring the Yule Ball at Bryant Branch at the end Harry Potter week in June. The Foundation helped acquire a liquor license and purchased a bond for the event.

The Foundation is looking into purchasing a 3D printer for Youth Services. President Robyn Mazza is watching for price fluctuations and plans to purchase one in the near future. The 3D printer should be in use by staff by August.

#### **IV INFORMATION ITEMS**

##### **A. LSTA Grant for Remote Locker**

A request for proposal is being written. The Library has to go out for bid to abide by the stipulations of a federal grant. The administration has reviewed specifications, and they will be reviewed again by LSTA. The goal is to have a remote locker on order by August 1 and delivered to Salina School in September.

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

This is now in the City Purchasing division's hands. The Mayor's Office will review the bid and assemble a panel. The mayor wants a member of the public to be involved. He suggested a FOLD member or a heavy user of the library, but a certain skill set would be required. Director Maryanne Bartles gave her recommendations for candidates. President Mazza of the Foundation tentatively agreed.

##### **C. Dearborn Public Library student guidelines for finals**

Students are still using the library. The staff is happy. The patrons have left some positive feedback. There have been some concerns from the public, but most have found the library to be a more welcoming environment. The guidelines will be in place again for January finals.

Novi Public Library has had a similar problem with students misbehaving. They've hired a security monitor known as the "Teen Whisperer" in the library community. She has offered advice to administration and the Library may hire her to consult with the security committee.

##### **D. Big Read 2017-2018**

The Big Read will be based on "The Namesake" by Jhumpa Lahiri. The Library was awarded \$12.5K for the program. There will be a formal announcement of the program in August, and the Library will ask the community for stories of immigration in September. Select stories will be used in a video. We are considering ending the Big Read with a program at the Arab American National Museum, but nothing is finalized.

## **V ACTION ITEMS**

### **A. Election of Officers**

Commissioners Jihan Jawad, Ryan Lazar, and Marcel Pultorak have been reappointed to the Library Commission by the Mayor's Office for three-year terms. Chairperson Pultorak offered to retain his position as commission chair. Commissioner Lazar offered to run for vice chair. There were no nominations for a new secretary/treasurer at the time of the meeting. The commissioners decided to approve a slate and vote on officers at a later date.

- Motion to approve made Commissioner Schlaff and Vice Chair Ali Dagher, second by Commissioner Zakar. The motion carried.

### **B. MeLCat and loaning of media**

The public immediately requested media when the Library started loaning books through MeLCat in 2013. It will be a big undertaking for the staff, and media in the collection could potentially be put in jeopardy as it is loaned out to other libraries. However, circulation statistics are down nearly 30% over a four-year period from April 2013 to April 2017. This new arrangement could be a significant boost. Going forward, Melcat will only be available to patrons with a Dearborn address, which is an existing MeLCat policy. Card-holders with non-Dearborn addresses will use MelCat through their home library.

- Motion to approve made by Commissioner Jihan Jawad, second by Commissioner Michelle Jawad. The motion was approved.

## **VI COMMENTS**

Author Glenn Frankel will be in the Henry Ford Centennial auditorium on June 22 to discuss his book "High Noon: The Hollywood Blacklist and the Making of a Hollywood Classic."

Henry Ford Centennial intermittently lost power on Wednesday, May 7 throughout the day. Director Bartles closed the building at 3:00pm. Power was fully restored by the following morning.

The meeting adjourned at 4:33pm