

CITY OF DEARBORN DEPARTMENT OF LIBRARY
LIBRARY COMMISSION MEETING MINUTES
February 14, 2013

Proposed

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	Present
➤ Commissioner Toni Straley	Present
➤ Commissioner Robert Taub	Excused
➤ Library Director Maryanne Bartles	Present
➤ 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 4:04 pm. He announced that a motion is in order to approve January 10, 2014 minutes.

- Motion made by Commissioner Straley, and second by Commissioner(s) Jiwad. Motion carried without objection.

II. FOUNDATION UPDATE

Director Bartles reported:

- The Foundation has tentatively approved the Teen Area upgrade, pending final approval of the project's budget amount.
- For the direct mail fundraising campaign, Deputy Director Schaefer reported that a "test mailing" of a certain number of campaign materials will take place in March, 2014. The mailings will consist of either a letter/brochure or a self-mailer.
- The next Foundation meeting is scheduled for Tuesday, February 18, 2014.

III. BUDGET UPDATE

Director Bartles reported:

- Justification of the libraries budget is under review per the Finance Department's request.

Commissioner Lazar arrived at 4:11 pm.

IV. INFORMATION ITEMS

A. Photo Shoot – Reading Call of the Wild (and Volunteer Luncheon)

Photos were candidly taken during meeting.

B. Mayor’s Art Award

Director Bartles reported that the Library received an award, which is given annually, recognizing organizations that actively promote visual arts in their community by DCAC. The Library was recognized for the Blockbuster Film Series, gallery art, various music programs, and advocating theater groups.

C. The Big Read-Dearborn

Director Bartles reported that a banner is now at the top of stairs of the Library. There will be a program at The Henry Ford, Anderson Theater on Saturday, March 8, 2014. A draft copy of the program brochure and bookmarks were distributed to the Commissioners. Commissioner Jiwad reported that the deadline for Animal Tales has been extended until Saturday, March 1, 2014.

V. ACTION ITEMS

A. Auditorium Piano Replacement - Update

Director Bartles reported that the new piano has been delivered and has been used for FOLD’s Valentine Songs Program. A humidifier must be installed by the piano tuner.

VI. COMMENTS

- The Strategic Plan RFP Review Panel is scheduled is scheduled for Tuesday, March 4, 2014.
- Deputy Director Schaefer reported that the library will be launching a new digital magazine website called, *Zinio* at the end of February, which allows free magazine downloads.
- Commissioner Dagher inquired about an incident in January at HFCL involving two people. Director Bartles outlined the details regarding the incident. The matter was turned over to the Dearborn Police who spoke (separately) to both parties involved. No criminal charges were filed and no further action was taken by the library as the incident did not rise to the level established for banning from the Dearborn Public Library.

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