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 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.