

DEARBORN PUBLIC LIBRARY
LIBRARY COMMISSION MEETING MINUTES
March 10, 2017
APPROVED

- ATTENDEES:
- | | |
|---|-----------|
| ➤ Chairperson Marcel Pultorak | ➤ Present |
| ➤ Vice Chairperson Ali Dagher | ➤ Present |
| ➤ Secretary/Treasurer Dr. Ryan Lazar | ➤ Excused |
| ➤ Commissioner Barth Bucciarelli | ➤ Excused |
| ➤ Commissioner Jihan Jawad | ➤ Excused |
| ➤ Commissioner Michelle Jawad | ➤ Excused |
| ➤ 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 | ➤ Excused |
| ➤ Department Technician Daniel Smith | ➤ Present |

Also in attendance were Assistant City Attorney William DeBiasi, Economic and Community Development Director Barry Murray, Finance Director James O'Connor, and City accountants Maria Buffone and Corey Jarocki.

Due to a power failure at the Henry Ford Centennial Library, the Library Commission meeting was held at the Dearborn Administrative Center, Room 1B.

I APPROVAL OF MINUTES

Commission Chairperson Marcel Pultorak called the meeting to order at 4:15pm. He announced that a motion is in order to approve the minutes from the February 10, 2017 Library Commission meeting.

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

II BUDGET

Director Murray presented to the commission Ford Land's plan for west downtown Dearborn, dubbed the "Wagner Place Project." Nearly two blocks on the south side of Michigan Avenue between Mason Street and Oakwood Boulevard will be redeveloped with office and retail space. In addition, the State

of Michigan awarded the City a \$3 million dollar grant to reform West Village Drive into a “festival street” that could be closed down for events. The City will construct a 373-space parking deck for \$10 million.

Mr. DeBiasi explained recent changes in laws for tax capture. A package of bills signed into law on January 9, 2017 will phase out capture of tax increment revenues from public libraries by downtown development authorities, TIF authorities, and corridor improvement authorities. However, taxes are subject to capture if there are existing obligations in the areas. The City is currently repaying parking bonds in the East and West DDAs. The Library’s voted 1 mil and Council-approved .78 mils are therefore deemed subject to capture.

Director O’Connor presented a resolution to capture taxes to be agreed upon by the Library Commission, the East and West DDAs, and the Dix-Vernor and Warren Business District Improvement Authorities.

While it was widely agreed that the Wagner Place Project is crucial to the future of Dearborn, there was some opposition to the length of time the tax capture would be in effect for the Library. As the resolution was presented, the capture would automatically renew for five years after an initial period of 10 years. The commission objected, citing future financial uncertainty. They opted instead for the renewal to come before the acting Library Commission in 10 years. It was also deemed prudent that Director Maryanne Bartles may execute the resolution on behalf of the Library Commission.

- A motion to approve the resolution as indicated was made by Vice Chairperson Dagher, and second by Commissioner David Schlaff. The motion carried.

Mr. Jarocki presented to the commission a budget planning worksheet and trends in revenue and fund balances through FY20. Revenues are expected to increase with higher taxable property values. Noted increases in expenditures were for personnel, and the payment of an estimated \$13 million bond for upgrading the City Powerhouse HVAC system. The bond payment will go into effect in 2019.

III FOUNDATION UPDATE

The Foundation is reforming the essay contest, and it will be on hiatus for 2017. Several board members are new to the organization, but are very active.

IV INFORMATION ITEMS

A. Survey Update

The survey yielded a 19.5% response rate. The commission subcommittee will participate in a conference call with Cobalt Community Research the last week of March. They will likely have a final presentation ready in April.

B. Library Volunteer Luncheon

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

C. Bus Trips and Use of Library Parking Lot

The commission decided to continue allowing those taking bus trips to park their cars in the Henry Ford Centennial lot. Though there is some concern for liability of the vehicles, the Library has never experienced any issue with this practice in the past. Moreover, the commission considers this to be good PR for the Library.

D. Point of Sale System Launch

The new software manages the public computers and printers, and enhances the internal control of cash handling. Staff are adapting well so far. Credit card acceptance is much broader with the new system, and fines can now be paid online.

V ACTION ITEMS

A. Guidelines for Students Using the Dearborn Public Library

New guidelines were written in an effort to deter the troublesome behavior displayed by Dearborn Public Schools students every year during finals. For the two-week period prior to finals until the day they end, every four students under 18-years-old must be supervised by one parent. Furthermore, parents supervising students will have to check in with staff and sign a form declaring that they are responsible for the group. Additionally, students must show school ID upon entering the building, or must be accounted for by their parents.

Commission approval is the first step in implementing this policy. It will subsequently go before the Mayor's Office, then finally to a City Council briefing session.

- Motion to approve made by Vice Chairperson Dagher, second by Commissioner Arrwa Mogalli. The motion passed unanimously.

VI COMMENTS

No further discussion.

The meeting adjourned with no objection at 5:45pm