ATTENDEES:
Chairperson Marcel Pultorak ➢ Present
Vice Chairperson Dr. Ryan Lazar ➢ Present
Secretary/Treasurer Jihan Jawad ➢ Excused
Commissioner Barth Bucciarelli ➢ Present
Commissioner Ali Dagheh ➢ Excused
Commissioner Michelle Jawad ➢ Present
Commissioner Arrwa Mogalli ➢ Present
Commissioner Nancy Zakar ➢ Excused
Library Director Maryanne Bartles ➢ Present
Deputy Director Julie Schaefer ➢ Present
Department Technician Daniel Smith ➢ Present

I APPROVAL OF MINUTES

Commission Chairperson Marcel Pultorak called the meeting to order at 4:10pm. He announced a motion to approve the minutes from the June 14, 2019 Library Commission meeting.

- Motion to approve made by Commissioner Michelle Jawad, second by Chairperson Pultorak. The motion carried.

II BUDGET

Nothing new to report.

III FOUNDATION UPDATE

The next meeting is September 23 at the Commerce Drive warehouse.

The Foundation is looking into purchasing a scanner/fax machine for Esper Branch that is capable of digitizing and restoring photographs. A pay service for faxing will be introduced to meet demand. The machine is estimated to cost $5K.

The 2019 mail campaign will encourage donations for the purpose of restoring the second mural at the south entrance of Bryant Branch. The restoration is estimated to cost $18K.

The Glass Academy has been approached to make a chandelier to replace the tapestry that hung down the spiral staircase at Henry Ford Centennial.
IV INFORMATION ITEMS

A. HVAC Project Update

The administration is meeting with the project team on September 18. The project manager is drafting benchmarks and a progress report.

The project has fallen behind four to six weeks, mainly due to added asbestos abatement. Director Maryanne Bartles is going to the Committee of the Whole to extend the lease on the Commerce Drive warehouse.

New carpeting is on order. Glass walls were put up in the newly built rooms on the mezzanine.

The administration anticipates it will take three weeks to move back into HFCL once all construction is complete.

B. Contribution to City’s General Fund

City Council requested a one-time contribution of $1M to the general fund, which takes effect September 2019.

C. Exhibit Collection

The staff is working on getting the items appraised.

D. Student Success Library Card

The Youth Services division is partnering with Dearborn Public Schools to give students access to online resources with a student ID. Access to streaming services like hoopla will be restricted. The student database will be refreshed on a yearly basis. Eventually the service could be extended to charter schools in the area.

E. Big Read Launch

The media launch will be October 14 at the Environmental Interpretive Center at UM-Dearborn. A flyer and a press release are out. The kickoff will be March 2020.

F. Strategic Planning

Administration is working with Eric Craymer on tweaking some of the details, but the plan is otherwise at a standstill. There is enough information compiled to begin steering the process.

G. Citation for David Schlaff
Commissioner Schlaff was awarded for 23 years of service on the Dearborn Public Library Commission.

V ACTION ITEMS

A. Proctoring Fee Revisit

Due to a clerical error, the proctoring fees approved by the Commission at the March 2019 meeting were wrong. In keeping with other increases approved at the same meeting, new rates of $12 for residents, $27 for non-residents were proposed.

- Motion to approve made by Vice Chair Ryan Lazar, second by Commissioner Michelle Jawad. Motion carried.

B. Good Friday 2020 Library Closure

Good Friday falls on the regularly scheduled commission meeting on April 10, 2020. The proposed new date will be the following Friday, April 17, 2020.

- Motion to approve made by Vice Chair Lazar, second by Commissioner Jawad. Motion carried.

VI COMMENTS

No further discussion.

The meeting adjourned at 4:56 pm