

DEARBORN PUBLIC LIBRARY
LIBRARY COMMISSION MEETING MINUTES
October 12, 2018
APPROVED

➤ ATTENDEES:

- | | |
|---|-----------|
| ➤ Chairperson Marcel Pultorak | ➤ Present |
| ➤ Vice Chairperson Dr. Ryan Lazar | ➤ Present |
| ➤ Secretary/Treasurer Jihan Jawad | ➤ Excused |
| ➤ Commissioner Barth Bucciarelli | ➤ Present |
| ➤ Commissioner Ali Dagher | ➤ Present |
| ➤ Commissioner Michelle Jawad | ➤ Present |
| ➤ Commissioner Arrwa Mogalli | ➤ Absent |
| ➤ Commissioner David Schlaff | ➤ Present |
| ➤ Commissioner Nancy Zakar | ➤ Present |
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| ➤ Library Director Maryanne Bartles | ➤ Present |
| ➤ Deputy Director Julie Schaefer | ➤ Present |
| ➤ Administrative Librarian Steven Smith | ➤ Excused |
| ➤ Department Technician Daniel Smith | ➤ Present |

I APPROVAL OF MINUTES

Commission Chairperson Marcel Pultorak called the meeting to order at 4:05pm. He announced a motion to approve the minutes from the September 14, 2018 Library Commission meeting.

- Motion to approve made by Vice Chair Ryan Lazar, second by Commissioner Ali Dagher. The motion carried.

II BUDGET

Agency supervisors are planning their budgets for FY2020. They will likely be due to Finance in December.

III FOUNDATION UPDATE

The next Foundation meeting is October 15.

IV INFORMATION ITEMS

A. HVAC project

The administration has been meeting and working with the contractor on a regular basis. At this time, Henry Ford Centennial is scheduled to be closed mid-May through mid-September 2019.

B. Additional project work

The HVAC project contractor has been made aware that the administration plans to complete other building projects while HFCL is closed. The administration will request that City Council allow the contractor to also renovate the east side of the mezzanine and to reconfigure the second floor floorplan without going out for bid.

Part of the HFCL northwest corridor will be converted into a lounge for patrons while the building is closed. The administration is also planning to renovate the restrooms and replace the carpet on the second floor, among other projects.

C. Strategic Plan RFP

An evaluation committee is being assembled. Chairperson Pultorak and Director Maryanne Bartles will serve along with another City employee. An additional volunteer from the commission has been requested to sit on the committee.

D. Salina Remote Locker

CDTV shot a promotional video at Salina of the remote lockers. The video will be submitted to SirsiDynix for a chance to win a Power of Libraries Award.

The locker is in service at the Salina computer lab on Tuesdays and Thursdays, consistent with lab hours. It is funded by a three-year federal grant. Once the grant expires, the Library will be responsible for paying staff and mileage.

Two more towers have been ordered for the Salina location. The commission discussed the potential to order more lockers for other underserved areas of the city.

V ACTION ITEMS

No action items presented.

VI COMMENTS

No further discussion.

The meeting adjourned at 4:36pm