

DEARBORN PUBLIC LIBRARY
LIBRARY COMMISSION MEETING MINUTES
February 12, 2021
APPROVED

- ATTENDEES:
- | | |
|--|-----------|
| ➤ Chairperson Marcel Pultorak | ➤ Present |
| ➤ Vice Chairperson Dr. Ryan Lazar | ➤ Present |
| ➤ Secretary/Treasurer Jihan Jawad | ➤ Present |
| ➤ Commissioner Barth Bucciarelli | ➤ Present |
| ➤ Commissioner Ali Dagher | ➤ Absent |
| ➤ Commissioner Eva Gogola | ➤ Present |
| ➤ Commissioner Michelle Jawad | ➤ Absent |
| ➤ Commissioner Arrwa Mogalli | ➤ Absent |
| ➤ Commissioner Mansour Sharha | ➤ Absent |
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| ➤ Library Director Maryanne Bartles | ➤ Present |
| ➤ Deputy Director Julie Schaefer | ➤ Present |
| ➤ Administrative Librarian Patty Podzikowski | ➤ Present |
| ➤ Department Technician Daniel Smith | ➤ Present |

Meeting was hosted online at Zoom.us in accordance with the temporary suspension of the Michigan Open Meetings Act and allowing for public participation.

I APPROVAL OF MINUTES

Commission Chairperson Pultorak called the meeting to order at 4:08pm. He announced a motion to approve the minutes from the January 8, 2021 Library Commission meeting.

- Motion to approve made by Commissioner Bucciarelli, second by Commissioner Gogola. Motion carried.

II BUDGET

City general fund submissions were about \$10 million higher than last year. The Mayor's Office is sending fixed budgets to each department. The administration is unsure of how this will affect the Library, as it has its own fund.

The City Council monitors the Library's fund balance.

Capital projects and personnel are the Library's biggest expenditures. Part-time staff salaries are under the budgeted amount due to COVID layoffs. The full-time staff is on partial furlough until March 12, saving the City in salary and benefits expenditures.

State aid and tax revenue will be on target. The Library has received very little revenue in fines, fees, and rentals this fiscal year.

The commission and administration will work on a contingency plan should the millage renewal vote fail to pass.

III FOUNDATION UPDATE

The Foundation is printing lawn signs for the millage renewal campaign. They plan to hold a read-a-thon fundraiser in October.

IV INFORMATION ITEMS

A. Library service update

Henry Ford Centennial and Esper will reopen to the public in a limited capacity on February 16. The administration hopes that the libraries will be fully open by April.

Bryant will continue offering curbside service only, with plans in the works for when the branch can safely reopen to the public.

B. Strategic Plan

The strategic plan has been hanging in the balance since summer 2019. The commission will work with the administration and staff to lay out the plan as circumstances allow.

The commission will adopt a public advocacy plan in upcoming meetings. Special meetings will be held in order to flesh it out. Data will be compiled to determine cost savings to the public.

The commission discussed ways the Library could appeal to small business owners and aspiring business owners, rather than well-established companies.

C. Library Commissioner email addresses

The commissioners were given Library-hosted email addresses. The Automation department will address some security concerns and finalize set-up by the end of February. All official correspondence with commissioners will be through these email addresses.

D. New Librarian IIs

Elizabeth Weyer-Utley will retire as Librarian II in the Processing department on February 22. Denise Dorantes was promoted to fill the role. A vacant Librarian II position will be promoted from within. A job posting will go out for two vacant Librarian I positions.

V COMMENTS

The commission and administration will contact the Mayor's Office requesting input on the ballot language for the millage renewal vote.

Commissioner Gogola suggested an amendment to the by-laws to include Zoom.us as a meeting hosting site, should the practice be allowed to continue in the Open Meetings Act.

Kanopy, a new video streaming service offered by the Library, is available for patron use.

The meeting adjourned at 5:12pm