

DEARBORN PUBLIC LIBRARY  
LIBRARY COMMISSION MEETING MINUTES  
March 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                    | ➤ Present |
| ➤ Commissioner Eva Gogola                    | ➤ Present |
| ➤ Commissioner Michelle Jawad                | ➤ Present |
| ➤ Commissioner Arrwa Mogalli                 | ➤ Present |
| ➤ Commissioner Mansour Sharha                | ➤ Absent  |
|  |           |
| ➤ 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 4:05pm. He announced a motion to approve the minutes from the February 12, 2021 Library Commission meeting.

- No objections or amendments presented. Minutes approved.

## **II BUDGET**

The general budget kickoff meeting is on March 22, 2021. The Library's meeting with City Council will be sometime in May. We need to be sure we are getting the proper tax levy from Council to cover our fixed costs.

City department heads met on March 12 regarding the facilities lease that covers all buildings connected to the DPW powerhouse. The Library's gas charges will be impacted by the new HVAC system.

The Library continues to pay \$200K annually for the HVAC renovation bond, as well as its share of pension costs and post-retiree healthcare.

### **III FOUNDATION UPDATE**

The Foundation has been meeting regularly. The next meeting is on March 22 on Zoom.

They have received a check from the estate of retired Deputy Library Director Lenore Churgay.

### **IV INFORMATION ITEMS**

#### **A. Strategic plan**

Chairman Pultorak will reach out to the consultant. The strategic plan will be revisited starting in April.

#### **B. New e-mail addresses**

The commissioners reported that they were working well. Chairman Pultorak has offered to display his email address on the City and Library websites for public contact.

#### **C. Governor's order, effective March 5**

The building maximum occupancy has been increased to 50%. Gatherings of up to 25 people are permitted so long as they are distanced. Libraries are included with retail stores.

The administration wants to increase public business hours starting in April, but the libraries are presently understaffed. The Library has vacancies in the following classifications: guards, custodians, pages, Librarian I's and Office Support III.

The administration reported that the use of online resources has increased tremendously during the pandemic closure. OverDrive and hoopla use are particularly notable. We have no data for Kanopy use as of yet.

#### **D. Open Meetings Act – potential changes**

The State of Michigan declared that public meetings can be conducted via Zoom until March 31. If there is no emergency order issued before then, the Library Commission will resume meeting in person. However, there is a bill in the House to extend the ability to meet via Zoom through June.

#### **E. April 9, 2021 Commission meeting**

Depending on what the governor orders, the Library Commission may resume meeting in person for the April 9 meeting. If so, the meeting will be held in the auditorium to properly maintain social distance.

#### **F. Charging fines for Adult overdue materials**

Fines have not been charged on overdue materials since they have to quarantine for five days, according to REALM Project suggestions.

Library directors have discussed the usefulness of quarantining their materials. The Library of Michigan will not offer advice, but sends out resources to library systems. Several libraries around the state and country have either rolled back or eliminated the practice. Overdue fines will eventually be phased back in for adult materials.

#### **V COMMENTS**

No further discussion

**The meeting adjourned at 4:55pm**