

DEARBORN PUBLIC LIBRARY
LIBRARY COMMISSION MEETING MINUTES
October 9, 2020
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 | ➤ Present |
| | |
| ➤ Library Director Maryanne Bartles | ➤ Present |
| ➤ Deputy Director Julie Schaefer | ➤ 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 4:03pm. He announced a motion to approve the minutes from the September 11, 2020 Library Commission meeting.

- Motion to approve made by Commissioner Jihan Jawad, second by Commissioners Bucciarelli and Lazar. Motion carried.

II BUDGET

Nothing new to report.

III FOUNDATION UPDATE

The Foundation is working to revise their mailing campaign. They are actively looking for volunteers.

IV INFORMATION ITEMS

A. HFCL, Bryant, and Esper updates

HFCL will reopen to the public on October 20, 2020 in a limited capacity. The open hours will be the same as curbside service hours at first; Tuesdays, Wednesdays, and Thursdays from 2pm to 6pm, and Saturdays from 10am to 2pm. The branches will follow suit once the staff is acclimated. Patrons will be limited to one hour in the building. Masks will be required and temperatures will be taken at the door. Appointments will not be required. Staff will be responsible for monitoring patrons' time in the building. The computers will be equipped with timers. Keyboards will be wrapped in cellophane and mice will be placed in UV bags after use.

One chair per table will be available for patrons to use their laptops and look through books. Wi-Fi is also available outside of the building. The branches will soon be receiving access points.

The first and second floor restrooms will be available for public use.

Curbside service will remain available to those wary of entering the buildings. The City Property Maintenance and Development Services department is working with the administration to figure out capacity limits for HFCL's second floor, and the branches.

Staffing is presently an issue. Some have resigned, others are wary of returning due to the coronavirus. Full time staff will transition from working two remote days to one, likely in early November. Security staff are returning to HFCL and the branches. Plexiglas barriers are being made by the Public Works department for public areas and staff workrooms.

V ACTION ITEMS

A. Temporary suspension of charge for computer use

The administration proposed to suspend the \$2 charge for computer use for those without library cards. The commission discussed the possibility of suspending it permanently. The issue will be revisited in January 2021.

- Motion was made by Commissioner Michelle Jawad to suspend the charge temporarily, second by Commissioner Gogola. Motion carried.

VI COMMENTS

Commissioners Gogola and Sharha discussed having a town hall with Library staff to get acquainted.

Chairperson Pultorak has been in contact with Eric Craymer for a summary of the Library's strategic planning efforts before the onset of the coronavirus pandemic.

The commission discussed the upcoming renewal of the Library millage. The subject will be broached with the Foundation, who helped several years ago with printing lawn signs and other means of promotion.

Meeting adjourned at 4:56pm.

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