

DEARBORN PUBLIC LIBRARY
LIBRARY COMMISSION MEETING MINUTES
January 10, 2020
APPROVED

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

The Library Commission regrets to announce the passing of long-time commissioner Nancy Zakar on December 13, 2019. Commissioner Zakar served on the commission since 1998, including holding positions as Chair and Vice Chair.

I APPROVAL OF MINUTES

Commission Chairperson Marcel Pultorak called the meeting to order at 4:02pm. He announced a motion to approve the minutes from the December 13, 2019 Library Commission meeting.

- Motion to approve made by Commissioner Ali Dagher, second by Commissioner Barth Bucciarelli. The motion carried.

II BUDGET

The budget has been submitted. A capital project was submitted to address some issues with the roof at Esper Branch.

Additional part time staff will be needed for the newly constructed public spaces at Henry Ford Centennial.

III FOUNDATION UPDATE

The direct mail campaign will be discussed at the next meeting on January 27.

IV INFORMATION ITEMS

A. HVAC project update

Construction on the mezzanine is close to complete. The contractor is doing finishing work.

The data cables will be capped off once the new carpet is laid down. Additional asbestos abatement will need to be done on the mastic in the first floor corridors before new carpet is installed.

The lighting system will be programmed shortly.

Renovation of the second-floor restrooms is progressing slowly. Ceramic and drywall are being installed, fixtures and stalls will follow. The administration is pushing the contractor to complete work by mid-February. It may be possible to begin moving back to HFCL once the restrooms are finished and carpet is down.

B. Lost and Found policy

The City's legal department had some issues with wording, and suggested the Library coordinate with the finance department regarding the handling of found money.

C. Steven N. Fecko and Helen Fecko Trust

In December, the Library received a \$20K donation from the Fecko estate. One more disbursement is expected in 2020. The commission considered using the donation to purchase furniture for the Ford Room or the café. A vote was held to earmark the funds.

- Motion to purchase furniture and acknowledge made by Commissioner Bucciarelli, second by Commission Dagher. The motion carried.

V ACTION ITEMS

A. Library Commission applicant

- Motion to recommend the applicant to the Mayor's Office made by Commissioner Dagher, second by Commissioner Michelle Jawad. The motion carried.

VI COMMENTS

No further discussion.

The meeting adjourned at 4:30pm