

DEARBORN PUBLIC LIBRARY
LIBRARY COMMISSION MEETING MINUTES
January 11, 2019
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 | ➤ Present |
| ➤ Commissioner David Schlaff | ➤ Present |
| ➤ Commissioner Nancy Zakar | ➤ Excused |
| | |
| ➤ Library Director Maryanne Bartles | ➤ Present |
| ➤ Deputy Director Julie Schaefer | ➤ Present |
| ➤ Administrative Librarian Steven Smith | ➤ Present |
| ➤ Department Technician Daniel Smith | ➤ Present |

I APPROVAL OF MINUTES

Commission Chairperson Marcel Pultorak called the meeting to order at 4:03pm. He announced a motion to approve the minutes from the December 14, 2018 Library Commission meeting.

- Motion to approve made by Commissioner Ali Dagher, second by Commissioner David Schlaff. The motion carried.

II BUDGET

There is nothing new to report at this time. City Council is in the process of setting dates for budget hearings.

III FOUNDATION UPDATE

The next meeting is on January 14. There is no final tally for donations yet.

The Library was named a beneficiary in a will. A \$6,000 donation is expected as the first partial distribution.

IV INFORMATION ITEMS

A. E-mail regarding room rental rates

The administration has received a second complaint regarding room rental rates.

B. HVAC project update

Staff will begin clearing materials out the Henry Ford Centennial Library around May 15. The first floor will remain open for the Memorial Day parade. Work on the building is expected to start on June 1 and last through the summer. The building will reopen sometime in mid-September.

C. Strategic plan RFP update

The administration and the commission will continue working with Eric Craymer of Growth Management Consulting. His bid of \$18K was accepted by the Purchasing division. A timeline needs to be negotiated. The administration will have a better idea by the February meeting.

V ACTION ITEMS

No action items presented.

VI COMMENTS

Commissioner Dagher commended the Wi-Fi hot spot borrowing, but had some issues with the wait period, which can typically be up to three weeks. He suggested renting them out or purchasing more.

Finals study time is going well. Parents are pleased, and the students don't seem to mind the guidelines. June finals study time will be exclusively at the branches with the closure of HFCL.

The Library fell short of the 500K checkout goal for 2018, but made it over 99% of the way there. Circulation has increased over 7% from 2017.

The meeting adjourned at 4:43pm