

DEARBORN PUBLIC LIBRARY
LIBRARY COMMISSION MEETING MINUTES
April 17, 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 | ➤ Absent |
| ➤ Commissioner Arrwa Mogalli | ➤ Present |
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| ➤ Library Director Maryanne Bartles | ➤ Present |
| ➤ Deputy Director Julie Schaefer | ➤ Excused |
| ➤ Department Technician Daniel Smith | ➤ Present |

Meeting was hosted online at zoom.us in accordance with the temporary suspension of the Michigan Open Meetings Act.

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 March 13, 2020 Library Commission meeting.

- Motion to approve made by Commissioner Dagher, second by Commissioner Jihan Jawad. Motion carried.

II BUDGET

There was a budget session with City Council on April 14. The Library was heard at 8:15pm after the Property Maintenance and Development Services department. Library budget is mostly flat. The building repair budget has been expanded for repairs to the Bryant and Esper roof access, and to power wash Esper.

The Library has an adequate fund balance at this time.

III FOUNDATION UPDATE

Nothing new to report.

IV INFORMATION ITEMS

A. HVAC project update

RedGuard repaired the fire alarm system and it is now functional. No other contractors have been in the building since the stay-at-home order took effect.

B. Library during Coronavirus

Some of the staff is working remote from home. Other positions don't have duties they can do outside of the building. Some of the part time staff has taken on new tasks. Supervisors are ~~trying to~~ finding meaningful work for staff working from home.

The seed library is open for mail orders. The staff is looking into buying seeds online.

There has been a notable uptick in online resource usage since the Library closed on March 16.

A staff member is compiling a list of supplies to make masks for the staff.

Once the stay-at-home order is lifted, the Library will reopen in steps. The staff will come in first and measures will be taken to ensure that both the public and staff are kept as safe as possible in a public building.

C. Commission applications

Sent to the Mayor's Office March 17 2020.

V ACTION ITEMS

No action items presented.

VI COMMENTS

The commissioners discussed the current effects of COVID-19 on the Library, and possible short-term and long-term solutions and policies.

CVS Pharmacy is hosting a COVID testing site in the HFCL parking lot. Tests will be given by appointment and a questionnaire must be filled out first. The first-floor restrooms will be open for medical personnel.

Commissioners Pultorak, Lazar, and Jihan Jawad's three-year terms are set to expire in June 2020.

The meeting adjourned at 4:40pm