

DEARBORN PUBLIC LIBRARY
LIBRARY COMMISSION MEETING MINUTES
June 14, 2019
APPROVED

➤ ATTENDEES:

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| ➤ Chairperson Marcel Pultorak | ➤ Present |
| ➤ Vice Chairperson Dr. Ryan Lazar | ➤ Present |
| ➤ Secretary/Treasurer Jihan Jawad | ➤ Present |
| ➤ Commissioner Barth Bucciarelli | ➤ Excused |
| ➤ Commissioner Ali Dagher | ➤ Present |
| ➤ Commissioner Michelle Jawad | ➤ Present |
| ➤ Commissioner Arrwa Mogalli | ➤ Excused |
| ➤ Commissioner David Schlaff | ➤ Excused |
| ➤ Commissioner Nancy Zakar | ➤ Present |
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| ➤ 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 4:09pm. He announced a motion to approve the minutes from the May 10, 2019 Library Commission meeting.

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

II BUDGET

The FY2020 budget was adopted by City Council on June 5. The millage rate will remain the same.

III FOUNDATION UPDATE

The Foundation funded the restoration of one of the murals at Bryant Branch. Their goal is to raise enough money to restore the second mural with the 2019 mailing campaign, beginning early in the fall. They are timing a press release about the mural in time for the mailers to go out.

Their next meeting is tentatively scheduled for Monday, June 24.

IV INFORMATION ITEMS

A. HVAC project update

Asbestos abatement at Henry Ford Centennial started at the beginning of June and is being completed quickly.

The east side of the mezzanine has been demolished and workers are preparing to put up walls.

A construction contract for the wallpaper, second-floor restroom renovation, and the snack lounge is expected to be awarded at the June 18 City Council meeting.

The Library is going out for bid in July for carpet installation.

New signage will be addressed after the revamp of the second floor.

B. Commissioner oaths of office

Commissioners Arrwa Mogalli and Nancy Zakar have reached the end of their three-year terms. Commissioner Zakar has taken her oath of office.

V ACTION ITEMS

A. Election of officers

Chairperson Marcel Pultorak, Vice Chair Ryan Lazar, and Secretary/Treasurer Jihan Jawad volunteered to retain their respective positions on the Library Commission.

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

B. Decommissioning of exhibit collection

The administration proposed the decommissioning of the exhibit collection, currently stored in the Ford Room at Henry Ford Centennial. They find it doesn't fit the Library's mission, as none of the material is used by patrons or staff. Furthermore, the materials require special care and have been deteriorating over time. Some of the more valuable books will be sold; some will be kept for display during special events. Potential evaluators are currently being researched.

- The collection will first be appraised before further action is taken.

C. Lost material reimbursement

At the City's request, the Circulation Committee has proposed a change in the policy. Under the new policy, monetary reimbursement will no longer be allowed for lost materials that are later found; instead, a credit would be issued on the patron's account.

- Motion to approve made by Commissioner Dagher, second by Vice Chairperson Ryan Lazar. The motion passed.

D. Contribution to City's general fund

City Council has requested a payment of \$1 million from the Library's fund balance into the general fund.

- Motion to approve made by Commissioner Dagher, second by Vice Chair Lazar. Motion carried.

VI COMMENTS

The Library has won its fourth Big Read grant, in the amount of \$15K. The book will be "Lab Girl" by Hope Jahren. The kickoff will be in March 2020 at the Henry Ford.

The meeting adjourned at 5:07pm