

DEARBORN PUBLIC LIBRARY
LIBRARY COMMISSION MEETING MINUTES
April 13, 2022
APPROVED

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

I APPROVAL OF MINUTES

Commission Chairperson Pultorak called the meeting to order at 4:04pm. He announced a motion to approve the minutes from the March 9, 2022 Library Commission meeting.

- No edits or amendments advised. Minutes approved.

II BUDGET

The Library budget has been submitted to the Mayor's Office. The budget meeting with City Council will be sometime in May. Administration will have a preliminary meeting with the mayor beforehand.

III FOUNDATION UPDATE

The Foundation held a dessert reception for participants in the read-a-thon.

They meet next on April 25. They are looking for new board members. A new president will be elected at the April meeting.

IV INFORMATION ITEMS

A. Charter Commission – new Library language

The commission was joined by City Charter Commission Chair Hassan Abdallah, and Commissioners Elizabeth Bailey and Dr. Cheryl Hawkins.

There is concern over proposed language, submitted to the Charter Commission by Dr. Hawkins, regarding the Library, in which it was suggested that the Library Commission act as an advisory-only board and the Library Director be appointed by the mayor. Dr. Hawkins indicated that, during her campaign for Charter Commission, she received feedback from residents that they were concerned about how the Dearborn Public Library was governed.

A discussion followed about the 100-year history of the Dearborn Public Library and the fact that the current City Charter reflects what has been occurring for 100 years – the Library Commissioners, all appointed by the Mayor, are the policy-making body for the Library. They appoint the Library Director.

B. Library Commission meeting attendance

There have been issues with commissioner attendance that could invoke Article III of the Library Commission bylaws.

C. Upcoming programs

There are events at the libraries nearly every day in April, including the FOLD book sale, Classics Revisited, the Garrison Corner performance, and several others.

D. HFCL pizza luncheon – Thursday, April 14

Commissioners and FOLD volunteers were invited to attend a pizza luncheon, which will be held in conjunction with the active shooter drill and staff training on April 14.

There will be electrical maintenance work on the City campus on April 15. Products using EZProxy will be unavailable during that time. Library servers will be rebooted the following morning.

E. Library Commission/staff meet & greet

The May and June meetings will be held in the HFCL auditorium so that staff can meet the commissioners.

V ACTION ITEMS

A. Reflection Room code of conduct

Administration identified a room on the HFCL mezzanine that can be used for a reflection room. The design and guidelines came largely from university

libraries, as they are not common in public libraries. A code of conduct was written and shared with the commission.

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

B. Expansion of library card eligibility to preschool and homeschool students

Administration proposed, on behalf of the Circulation Committee, to allow preschool and homeschool enrichment students who attend school or classes in the Dearborn school district to sign up for library cards. They are not eligible under the current policy.

- Motion to approve made by Commissioner Gogola, second by Secretary/Treasurer Jihan Jawad. Motion carried.

C. Increase in collection fee

The administration proposed, on behalf of the Circulation Committee, to increase the charge for accounts sent to collections to \$15. A \$10 charge is currently levied. This follows an increase in the surcharge from the collection agency.

- Motion to approve made by Commissioner Michelle Jawad, second by Secretary/Treasurer Jihan Jawad. Motion carried.

VI COMMENTS

The commission and administration discussed consulting and retaining a library law specialist regarding any changes by the Charter Commission in how the Library is governed. Director Bartles will investigate and this will be discussed further at the May meeting.

The meeting adjourned at 5:29pm