

DEARBORN PUBLIC LIBRARY  
LIBRARY COMMISSION MEETING MINUTES  
October 12, 2022  
**APPROVED**

➤ ATTENDEES:

- |  |           |
|--|-----------|
| ➤ Chairperson Marcel Pultorak                | ➤ Present |
| ➤ Vice Chairperson Dr. Ryan Lazar            | ➤ Present |
| ➤ Secretary/Treasurer Jihan Jawad            | ➤ Present |
| ➤ Commissioner Zeinab Alhashemi              | ➤ Present |
| ➤ Commissioner Gerilyn Biggs                 | ➤ Present |
| ➤ Commissioner Barth Bucciarelli             | ➤ Present |
| ➤ Commissioner Ali Dagher                    | ➤ Present |
| ➤ Commissioner Amira Haidar                  | ➤ Excused |
| ➤ Commissioner Michelle Jawad                | ➤ Present |
|  |           |
| ➤ Interim Library Director Julie Schaefer    | ➤ Present |
| ➤ Administrative Librarian Patty Podzikowski | ➤ Present |
| ➤ Department Technician Daniel Smith         | ➤ Present |

## **I APPROVAL OF MINUTES**

Commission Chairperson Pultorak called the meeting to order at 5:19PM. He announced a motion to approve the minutes from the September 14, 2022 meeting.

- No edits or amendments advised. Minutes approved.

## **II BUDGET**

Supervisors are putting together their budget requests for their respective departments.

## **III FOUNDATION UPDATE**

The Foundation is starting on their annual mail campaign. The next meeting is October 24.

They are still seeking new members. Interim Director Schaefer reported that she recommended a former commissioner to the board.

## **IV INFORMATION ITEMS**

### **A. Library Annual Report**

Administration is finalizing the report and will have it ready for the November commission meeting.

## **B. Library Director search and interview process**

The job has been posted to The Library Network, the American Library Association, the Michigan Library Association, and Michlib-L. Five applications have been received, and two were found to be satisfactory. The commission and the mayor are working with HR to extend the posting for an additional month.

## **C. Commissioner email addresses**

Commissioners are still receiving emails at the @dearbornlibrary.org domain. Library Systems Manager Mark Hancock will correct some issues with email forwards.

## **D. Attorney for potential City Charter changes**

There is nothing further to report at this time. The City Charter Commission will discuss the Library once they evaluate chapter 10 of the charter.

The commission discussed the benefits of continuing to act as a policy-making body. Commissioner Bucciarelli reported that he had drafted a letter on the Library Commission's behalf, intended for the Charter Commission. The Library Commission will review, edit and finalize a formal letter at the November meeting.

## **E. State Librarian's Excellence Award**

Dearborn Public Library is the recipient of the Library of Michigan's 2022 State Librarian's Excellence Award. Interim Director Schaefer will accept the award at the MLA conference in Port Huron on October 19.

A number of reasons were cited for consideration of the award, including the Salina locker, ELL classes, the international collection, and the reflection room at HFCL. Letters from the community and/or partner groups were required for reference, which were obtained.

## **F. Upcoming programs**

The centennial anniversary of the Library system will be celebrated throughout the month of October. Invitations were printed for the open house on October 28 and are being sent out.

A speaker from the Dearborn Historical Museum is giving a lecture on the history of the Dearborn Public Library on October 19. CDTV will be filming. They will also be filming at the open house.

## **V ACTION ITEMS**

## **A. Review and amend Library Commission bylaws**

*Article IV, Section 2* of the Library Commission bylaws will be updated to reflect the new meeting dates and time.

- Motion made by Commissioner Dagher, second by Commissioner Bucciarelli and Vice Chair Lazar. Motion passed.

## **B. Request for Reconsideration update and approval**

The form was rewritten and presented to the commission for approval. Those submitting requests must now be a resident of Dearborn or Dearborn Heights and hold a valid Dearborn Public Library card.

The amended form includes an explanation of the appeal process – Challenged materials will be reviewed by the administrative panel. Patrons will be notified of a decision within 30 days. If they are unsatisfied with the decision, they may appeal to a subcommittee of the Library Commission, followed by the commission as a whole. The challenged materials will remain in the collection throughout the appeal.

Commissioners Alhashemi, Biggs, Dagher, and Jihan Jawad volunteered to sit on the subcommittee.

- Motion to approve made by Vice Chair Lazar and Commissioner Dagher, second by Commissioner Jihan Jawad. Motion passed.

## **C. Increase number of holds allowed for patrons**

There is currently a limit of 30 item holds. MeLCat holds are now integrated with the Library system and allow up to 50 holds. The administration requested to increase total holds to 80 items.

- Motion made by Vice Chair Lazar, second by Commissioner Dagher. Motion passed.

## **VI COMMENTS**

The commission anticipates possible fallout from the protest regarding books and censorship at a recent Dearborn Public Schools board meeting, and is taking appropriate steps to be prepared in case something happens at our library. Library administration will monitor for related incidents with patrons and move the November commission meeting to the HFCL auditorium if necessary.

Photographer Bruce Harkness is available for individual commissioner portraits for the Library Commission meeting room. He will be asked to come to the November meeting for a group photo or individuals.

**The meeting adjourned at 6:22pm**