

DEARBORN PUBLIC LIBRARY
LIBRARY COMMISSION MEETING MINUTES
May 10, 2023
APPROVED

➤ ATTENDEES:

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

I APPROVAL OF MINUTES

Chairperson Pultorak called the meeting to order at 5:05PM. He announced a motion to approve the minutes from the April 12, 2023 regular meeting, and the April 18, 2023 special meeting.

- No edits or amendments advised. Minutes approved.

II BUDGET

A copy of the resolution to merge the Historical Museum with the Library was sent to the City corporation counsel and finance director. The merger will become official once City Council changes the ordinance proclaiming the Historical Commission as an advisory board to the Library Commission.

The Library/Museum budget is scheduled to be approved on June 13. There will be a budget hearing the week prior.

III FOUNDATION UPDATE

The deadline for the Juneteenth essay contest was extended. There will be another Juneteenth event at the Historical Museum on June 18.

The May meeting was moved to May 22, as the normal meeting date falls on Memorial Day.

IV INFORMATION ITEMS

A. Library Director update

The Civil Service Commission asked the Library Commission to pass a motion requesting they extend the time in which appropriate credentials must be obtained. The Library of Michigan confirmed that Director Betty Adams will likely qualify by March 2024. Adams' start date will be May 30, 2023.

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

B. City Charter Meeting concerning the Library

There are no further updates at this time.

C. Auditorium renovation

The renovation project has been approved by City Council. The bid came in at \$322,661, which was accepted. Other capital projects were closed out to free up funding for the renovation. Interim Director Schaefer reported that the project will not dip into the fund balance. The renovation is expected to begin in August and continue through the end of the year.

AV upgrades in the auditorium will go out for a separate bid and are expected to cost an additional \$14K.

D. Strategic Plan

The commission and administration discussed the progress of the strategic plan, particularly as it pertains to senior outreach. Adult Services Librarian Hermen reported that Library staff have made tech time visits to the Hubbard apartments and Beaumont Commons, and have plans to expand in the fall.

E. Use of Library Commission room for community meetings

Interim Director Schaefer reported that several community groups have held meetings in the commission meeting room while it is not in use. For security purposes, use will be limited to groups and at the discretion of the Library administration.

V ACTION ITEMS

A. SparkLab policy documents

Policy and procedures documents were written for the SparkLab equipment and presented to the commission, along with a list of materials charges and a donation policy.

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

VI COMMENTS

The Summer Reading Challenge starts in June and runs through August 12. There will be a kickoff event at HFCL on June 19.

Meeting adjourned at 6:00PM