

DEARBORN PUBLIC LIBRARY
LIBRARY COMMISSION MEETING MINUTES
August 9, 2023 – SPECIAL MEETING
APPROVED

☐ ATTENDEES:

☐ Chairperson Marcel Pultorak	☐ Present
☐ Vice Chairperson Dr. Ryan Lazar	☐ Present
☐ Secretary/Treasurer Jihan Jawad	☐ Excused
☐ Commissioner Zeinab Alhashemi	☐ Present
☐ Commissioner Gerilyn Biggs	☐ Present
☐ Commissioner Barth Bucciarelli	☐ Present
☐ Commissioner Ali Dagher	☐ Absent
☐ Commissioner Amira Haidar	☐ Present
☐ Commissioner Michelle Jawad	☐ Present
☐ Library Director Betty Adams	☐ Present
☐ Deputy Director Julie Schaefer	☐ Present
☐ Administrative Librarian Patty Podzikowski	☐ Present
☐ Office Assistant II Daniel Smith	☐ Present

I APPROVAL OF MINUTES

Chairperson Pultorak called the meeting to order at 5:03PM. He announced a motion to approve the minutes from the July 12, 2023 special meeting.

- No edits or amendments advised. Minutes approved.

II INFORMATION ITEMS

A. Library updates

This is a new item that will be featured on Library Commission meeting agendas going forward.

Director Adams reported that new resident cardholders are up 1,500+ and circulation is up 9% from last year.

Long-time librarian Henry Fischer has resigned.

The libraries will be closed to the public on Friday, August 18 for a City employee appreciation event. Staff will work a half day.

The SRC wrap-up party is on August 10, featuring Drummunity and a touch-a-truck event from 5:30 to 7:30PM.

The HFCL auditorium renovation began on August 7. The space is being prepared for demolition.

The next quarterly all-staff meeting is being planned out. The organizational structure is being redone to give pages a more prominent role. They will be cross-trained in all patron service clerical responsibilities in line with the needs of the organization, and in doing so, the administration hopes to advance compensation and reduce turnover.

B. Commissioner outreach

Director Adams reported that she is working with Commissioner Alhashemi and staff on a spreadsheet of Library services and resources, and diluting it into talking points for public outreach opportunities. Commissioner Alhashemi is working on a list of organizational meetings and local social media influencers to coordinate with in the future.

Director Adams reported that after meeting with Council President Mike Sareini, the Library will make a twice-yearly progress report for City Council.

III ACTION ITEMS

A. Public Comment Policy

This is a new policy proposed by the administration to serve as a framework for addressing public comments, and to ensure they are productive and relevant to the Library. The commission reviewed and discussed. The commission voted to enact, contingent on approval from the City's Legal Department.

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

B. Joint meeting of commissions

Chairperson Pultorak reported that the members of the former Historical Commission will carry over to the new advisory board. The

commission and the board will arrange a time and date for an open meeting.

IV COMMENTS

No further discussion.

Meeting adjourned at 5:31PM