

**DEARBORN PUBLIC LIBRARY
LIBRARY COMMISSION MEETING
Henry Ford Centennial Library - Room 111
Wednesday, February 11, 2025
Proposed**

Commissioners:

- Chairperson Dr. Cheryl Hawkins - Present
- Vice Chair Ali Dagher - Present
- Secretary/Treasurer Jihan Jawad - Present
- Adam Abusalah - Present
- Amira Haidar - Present
- Dr. Ryan Lazar - Present

Library Administration:

- Interim Director Patty Podzikowski - Present
- Assistant Director of Technical Services Mark Hancock - Present
- Assistant Director of Programs & Services Rebecca Hermen - Present
- Office Assistant III Daniel Smith - Present

Historical Museum:

- Historical Advisory Commissioner Mary Bugeia - Present

Legal Department:

- Assistant Corporation Counsel Amanda Atwy - Present

I. Call to Order

Chairperson Hawkins called the meeting to order at 5:02PM

II. Public Comment

There were no public comments.

III. Conflict of Interest Disclosure

There were no conflicts of interest to disclose.

IV. Approval of Minutes - December 10, 2025 regular meeting

A motion to approve was made by Vice Chair Dagher, seconded by Commissioner Lazar.
Minutes approved as submitted.

V. Approval of Agenda

A motion to approve was made by Vice Chair Dagher, seconded by Commissioner Haidar.
Agenda approved as submitted.

VI. Consent Agenda

A. Historical Museum Report

Chairperson Hawkins noted to follow up on the Museum's transfer of a portrait of Eliza Hudson Clay to Ford House.

B. Library Director's Report

A motion to approve the consent agenda was made by Vice Chair Dagher, seconded by Secretary/Treasurer Jawad. Consent agenda approved.

VII. Financial Report

Interim Director Podzikowski reported that the budget to date is stable.

Vice Chair Dagher inquired about the Library's financial responsibility over the Museum. Chairperson Hawkins clarified that the Museum submits and adheres to a budget separate from the Library, and takes no Library funds.

A motion was made by Commissioner Haidar to accept the financial report, seconded by Secretary/Treasurer Jawad. Motion carried.

VIII. New Business

A. Welcome to New Legal Counsel

The Commission welcomed Assistant Corporation Counsel Amanda Atwy as the new legal counsel for the Library.

B. Library Millage Ballot Renewal (Dearborn Public Library Foundation)

Chairperson Hawkins reported that she had made an executive decision in December to submit documents with Legal's assistance to ensure a place on the August ballot. She noted that she did not bring it to the table, as the proposal is for a basic renewal, and that action is time-sensitive.

Interim Director Podzikowski reported that the ballot proposal had been approved by City Council and was sent to the county clerk. She added that she had been informed that Michigan Attorney General approval was not required as there were no changes to the proposal. She will inform the commission once the proposal is added to the ballot.

Chairperson Hawkins reported that she and Interim Director Podzikowski have spoken with the Dearborn Library Foundation regarding the millage campaign. Hawkins added that the commission and Library staff could not legally advocate while representing the Library, but are allowed to educate with facts.

Historical Commissioner Bugeia inquired if the Museum Guild was able to advocate for the millage as a 501(c)3. The City legal department will clarify.

Chairperson Hawkins reported that the Foundation is meeting with the Rotary Club and other civic organizations for assistance with lawn signs and bookmarks, and expressed excitement at their willingness to help.

C. Renewal of Agreement for Capture of Library Millage

Vice Chair Dagher made a motion ratifying the resolution that was approved by City Council. Commissioner Lazar supported. Motion Carried.

Vice Chair Dagher made a second motion authorizing the execution of the millage renewal agreement. Commissioner Lazar supported. Motion carried.

The agreement renewal will require the approval of the city development authorities.

IX. Old Business

A. Naxos Resource Request

The group followed up on a patron request to subscribe to Naxos Music Library. Interim Director Podzikowski reported that the administration got quotes for the service. She did not anticipate the usage would justify the cost, at around \$5K per genre, and noted that much of the music offered was already available on hoopla and HFCL's CD collection. Assistant Director Hancock added that there was a limited number of allowed concurrent users and patrons could be prevented from using the service without explanation.

The administration did not recommend the service, and will reach out to the patron with the decision.

The group revisited their discussion on advocacy. They discussed messaging leading up to the August election, as well as outreach and partnership opportunities. Chairperson Hawkins reiterated that there is much work to be done, but is encouraged by the showing of community support so far.

B. Esper & Bryant Renovations Update

Interim Director Podzikowski reported that the Bryant landscaping project will begin early spring and will proceed through fall.

She reported that vendors began bidding for the outside construction at Bryant. She noted a change order to repave the parking lot, citing safety concerns.

Vice Chair Dagher inquired into building renderings to display for project visibility. Podzikowski confirmed that they were available.

Secretary/Treasurer Jawad encouraged extra attention to outreach opportunities in the Esper service area, especially once the weather is warmer. Chairperson Hawkins noted to continue the discussion in future meetings.

Interim Director Podzikowski reported that she is expecting documents from the Esper project construction manager. She reported that additional funding

opportunities are being researched with the assistance of the Department of Grants & Philanthropy.

C. Director Hiring Committee Update

Commissioner Haidar reported that the job description had been finalized. She added that the Director's status as a City department head was clarified, and some focus on cultural competency was included.

Chairperson Hawkins noted that the description is going to the Civil Service Commission, and will replace the current posting if approved.

D. Meeting Calendar

The group discussed the remaining 2026 meeting schedule. The commission will not meet in August or December. No concerns were presented.

X. Additional Comments

Commissioner Abusalah requested to move to a closed session. Chairperson Hawkins declined, stating the concern was being addressed.

Commissioner Abusalah revisited the status of the locker at the former Snow Branch Library. The group clarified that there is currently no budget for it.

The group discussed the feasibility of acquiring and operating a bookmobile for alternative service.

XI. Next Meeting - March 11, 2026

XII. Adjournment

A motion to adjourn was made by Commissioner Lazar, seconded by Secretary/Treasurer Jawad. The meeting adjourned at 6:02PM.