

**DEARBORN PUBLIC LIBRARY**  
**LIBRARY COMMISSION MEETING AGENDA**  
Henry Ford Centennial Library - Room 111  
Wednesday, May 13, 2026  
5:00 pm

- I. Call to Order
- II. Public Comment
- III. Conflict of Interest Disclosure
- IV. Approval of Minutes - April 8, 2026 regular meeting
- V. Approval of Agenda
- VI. Consent Agenda
  - A. Historical Museum Report
  - B. Director's Report
- VII. Financial Report
- VIII. New Business
  - A. Circulation Policy Request Change to DVD checkout limit
  - B. Grant Notification
  - C. Nominations for Officers
  - D. Council's request to look into .gov domain for the Library website
- IX. Old Business
  - A. HFCL Closure: April 21 - 23, 2026 (Underground Cable Project) finished early
  - B. Esper and Bryant Renovations Update
  - C. Director Hiring Committee Update
  - D. Memorial Day library status
- X. Public Comment
- XI. Next Meeting - June 10, 2026
- XII. Adjournment

# Interim Director's Report

## May 2026



# Strategic & Operational Wins

**Circulation:** Most collections saw a slight increase in circulation, with eMedia showing the highest increase. Patrons love digital magazines, books and movies!

**Grants:** The Library received one grant to date while continuing to research other grant opportunities.

**Accessibility:** During the April 21-22 closure at Henry Ford, library staff worked together to cover the extended service hours (10 AM-8 PM) at the Bryant Branch. Programs and services were temporarily moved to Bryant, allowing for continued access for patrons during this closure.

**Dearborn Rotary Club:** In partnership with the Rotary, the library hosted the annual scholarship celebration in the HFCL Auditorium for students and their families. This annual event is well received and everyone enjoys celebrating students and their success.



# Strategic & Operational Wins, Cont.

**Infrastructure:** The underground cable project was completed and went very smoothly, even finishing ahead of schedule. Shifting of various collections at HFCL is ongoing, making the library look neater and better organized. Staff work hard at making the book collections appealing. Displays and marketing are used to promote material and pique reader interest.

**Professional Development:** Multiple staff members attended a virtual conference and staff participated in a wide variety of professional development webinars. These opportunities allow staff to learn and grow and apply their knowledge while serving the community.

**Collection Management:** A refresh and update was done for the print materials at Bryant. Approximately 750 books were relabeled with new stickers in the adult section, making them easier to locate for staff and patrons. Over 200 picture books and young adult items that had not circulated in many years were identified and withdrawn to create space on the shelves.



# Bryant and Esper Branch Modernization

**Project Status:** Final revised timeline going to the May City Council meeting for their review and approval.

**Funding:** Continued collaboration with City Philanthropy and Grants department to identify opportunities.

**Key Renovations:** Focused on outdoor landscaping and interior renovations at both locations.

**Goal:** Ensuring a smooth transition between phases for a modernized community space.



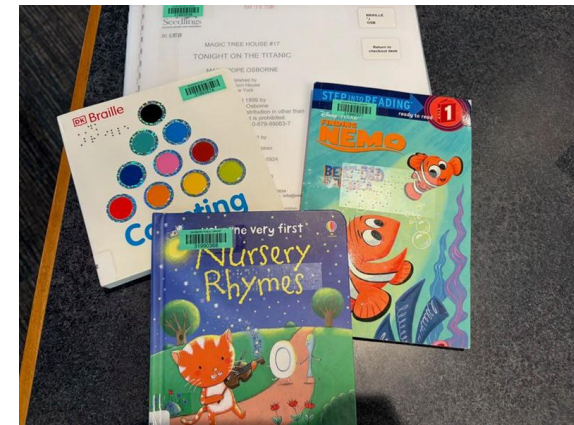
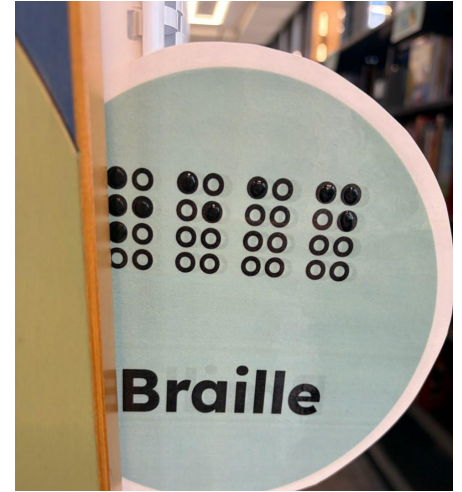
# Growth & Community Impact

**Engagement Growth:** Patrons are excited for planting season, and have been visiting both locations to pick up seeds from the Seed Library. Additionally, patrons have shown interest in offering their help with maintaining the rain gardens.

**SparkLab Usage:** Continues to see a lot of usage and growth. Five new patrons registered, 29 patrons dropped in for the Pop-Up Craft, and there were 23 paid services completed.

**Processing:** This month 920 items were added to the system. This includes the addition of a new collection of Braille books which patrons have requested and are essential in having an inclusive collection.

**Automation:** Website active users = ~14k, tech support provided to both patrons and staff on a daily basis, launched the newly redesigned website and upgraded the Smartpay system.



# Programs & Community Connection

- ★ The Library celebrated Spring Break with a “Game on!” theme by offering visitors a variety of video-game inspired activities and programs. A total of 67 participants took part in the 8-Bit Keychains craft in the SparkLab while children enjoyed a wide variety of “gaming” activities at both locations.
- ★ Displays continue to be popular and the Library had a virtual scavenger hunt to honor Arab-American Heritage Month.
- ★ Visitation to the Museum was around 700 people for the month of April. This included the school library groups that visit every year.
- ★ Staff were happy to visit Salina School for Earth Day and received a special thank you note from the students!

