

**DEARBORN DEPARTMENT OF LIBRARIES  
LIBRARY COMMISSION MEETING  
09/10/10**

**1. ATTENDANCE**

In attendance were: Mr. Marcel Pultorak, Chairperson; Mrs. Candyce Abbatt, Mrs. Sally Smith, Mrs. Rachel Fawaz and Mrs. Toni Straley, Commissioners; Mrs. Maryanne Bartles, Library Director; Ms. Julie Schaefer, Deputy Library Director, Mr. Steve Smith, Administrative Librarian.

Excused: Mrs. Nancy Zakar, Vice-Chairperson; Mr. Robert Taub and Mr. David Schlaff Commissioners. Absent: Mrs. Jihan Jawad, Secretary-Treasurer.

**2. APPROVAL OF MINUTES**

The minutes of the June 11, 2010 Library Commission meeting were approved as submitted.

**3. FOUNDATION UPDATE-** Mrs. Bartles reported that the Foundation held their first fundraising event, the children's author luncheon, which was held on Saturday, August 21<sup>st</sup>. It was attended by about 60 people. The author, Mark Crilley, was a great speaker. The Foundation was able to exceed their projected fund raising goal and raised about \$2000. Their next meeting is Sept. 21<sup>st</sup> at 6pm.

**4. BUDGET UPDATE-** Mrs. Bartles reported that City Administration is still looking at a \$15 to \$20 million shortfall this year. Mr. Pultorak reported that the Community Task Force is targeting the \$20 million dollar shortfall by trying to come up with either cost reductions or revenue increases. There are going to have to be changes in the City's service mix. The committee also agrees that the minimum manning for police and fire must be dealt with. Either minimum manning has to be eliminated, tied to available revenue or an increase in the operating millage will have to be voted on to support minimum manning. The task force meeting on September 28th is the meeting in which the committee is to come up with its recommendations.

**5. INFORMATION ITEMS-**

- A. **Dearborn Heights-** Mrs. Bartles reported that she had investigated partnering with the Dearborn Heights library to see if there were any cost savings involved in doing so. When meeting for the budget hearings in April Mrs. Bartles mentioned this to the Mayor. After meeting with the director of the Dearborn Heights Library, it appears that a partnership would be more of a value added service for both communities, as there is no real cost savings. We had hoped to share the cost of some of the online databases we purchase but the Dearborn Heights library patrons are not heavy users of the online databases so they do not invest in any beyond what is provided through the Library of Michigan. Both the Chief of Staff and the Finance Director have requested that Mrs. Bartles continue her discussions on partnering with Dearborn Heights even without a cost savings involved. Mrs. Bartles advised them that the decision would rest with the Library Commission on whether or not to partner with Dearborn Heights. Mr. Pultorak stated that the Mayor needs to communicate these types of things to the Commission directly. Mrs. Smith asked if Dearborn Heights was receptive to the idea and Mrs. Bartles said that when they discussed it originally Dearborn Heights was very interested. Their citizens would have access to a larger

research library at Henry Ford Centennial Library than they currently have at their two branch libraries. However, they have a much smaller staff than we do so the director is a little concerned about how our patrons coming to their libraries might affect them. They also offer MEL-CAT, which we do not offer, so that would benefit our patrons. Mrs. Abbatt asked if the Dearborn Heights libraries also have a Library Commission. Mrs. Bartles stated that they did. Mrs. Bartles and Ms. Schaefer will meet with the director of the Dearborn Heights library on Sept. 24<sup>th</sup>.

- B. **Kids Read Comics-** Ms. Schaefer reported that the Kid's Read Comics event was held the Saturday after the last Commission meeting in June. The event was successful and well attended, with close to 600 people attending over the two day event. Mr. Putlorak asked if this might become an annual event. Ms. Schaefer advised that the goal of the Kids Read Comics program is to take the event to the entire state so they may come back to Dearborn in the future but not next year.
- C. **Fine Amnesty with Canned Food Drive-** Mrs. Bartles reported that the fine amnesty program we held the first two weeks of July was very successful. Many patrons thought it was a nice thing to do by allowing patrons to clean up their fines while donating food to help those less fortunate. Mrs. Abbatt asked who the donated food was given to. Mrs. Bartles advised the Dearborn Firefighters Burn Drive picked up the donated food, which were about 40 boxes. Mrs. Bartles may come back to the Commission next year and ask to do a similar program.
- D. **Facebook-** Ms. Schaefer reported that we launched the Dearborn Public Library Facebook page. We have been posting pictures to the site and publicizing library events such as the Book and Author luncheon, and the addition of the Mango Language database we recently purchased as well as our fall hours beginning.
- E. **Library Comparison-** At the last Commission meeting Commissioner Schlaff asked Mrs. Bartles to give the Commission a list of the total number of outlets for all the class VI libraries and whether they have a millage. Mrs. Bartles presented the Commission with some statistics she compiled from the State of Michigan web site. Mrs. Bartles will send the link to the web site to the Commission via email if they wish to look at more detailed information. We are a class VI library, which is the largest class, serving communities with populations of 50,000 or more. The population is not included with these statistics but on the State web site there is an operating income report that lists the population for each community. The majority of the class VI libraries have an operating millage. There was discussion regarding the comparable class VI libraries on the list and discussion regarding how a millage could be initiated including the City Council levying one mil or a vote of the public from a grassroots campaign. There was discussion relating to the library operating costs. Mr. Pultorak asked Mrs. Bartles to see if she can find out when the preliminary 2010 census numbers will be available.

## **6. ACTION ITEMS-**

- A. **Book Clubs-** Mrs. Bartles advised that we are trying to streamline our book club process. Currently a staff member manages the program and is contacted directly by each book club to reserve a kit. The staff member who manages this program now is retiring. The kits are currently kept in the back room and we would like to put them into the open stacks which should improve use of the kits by making them more a self service item as well as minimize the duties of the book club staff member. Mrs. Abbatt motioned to adopt the changes to the book club program including adding them to the open stacks, seconded by Mrs. Smith, all approved.

**7. COMMENTS-** Mrs. Bartles advised that we have started the transition to popular materials libraries at each of the branch libraries. The current staff will remain at each location through December. Their focus is on cleaning up the buildings and the collections in preparation for the reduced staff that will start in January. The last branch program will be held at Snow Branch tomorrow. After that, all programming will occur at HFCL only.

The meeting was adjourned at 5:15pm.