

**DEARBORN DEPARTMENT OF LIBRARIES  
LIBRARY COMMISSION MEETING  
02/12/2010**

**1. ATTENDANCE**

In attendance were: Mr. Marcel Pultorak, Chairperson; Mrs. Nancy Zakar, Vice-Chairperson; Mrs. Jihan Jawad, Secretary-Treasurer; Mrs. Candyce Abbatt, Mrs. Rachel Fawaz, Mr. Robert Taub, Mrs. Toni Straley, and Mrs. Sally Smith, Commissioners; Mrs. Maryanne Bartles, Library Director; Ms. Julie Schaefer, Deputy Library Director; Mr. Steve Smith, Administrative Librarian. Excused: Mr. David Schlaff, Commissioner.

**2. APPROVAL OF MINUTES**

The minutes of the January 8, 2010 Library Commission meeting were approved as submitted.

**3. FOUNDATION UPDATE-** Mrs. Bartles reported the Foundation continues to meet regularly and has developed three subcommittees, a grant subcommittee, a strategic planning subcommittee and a marketing subcommittee, who are also meeting regularly. The next meeting of the Foundation is Tuesday, 02/16/10. The strategic planning subcommittee is focusing on fundraising events. They are vetting three different fundraising events to see which will be more effective. They are considering a 5K run, a book and author luncheon and a children's golf outing.

**4. BUDGET UPDATE-** Mrs. Bartles reported that there is a significant shortfall with projected revenue. Each department has been asked to provide scenarios for 5, 10, 15, 20 and 25 percent budget reductions. Mr. Pultorak reported that Mayor's citizen task force met last Wednesday and will meet again two weeks from last Wednesday before taking a hiatus for March and much of April. The group met previously at the MTECH center which allowed them to use laptops to key in their rankings of City services and give feedback anonymously although it allows everyone to see each others answers. Library services were ranked near the bottom of all City services. Mr. Pultorak has been looking at funding for libraries in Michigan and he will be sharing some of the information he has found with the Commissioners. Mr. Pultorak asked Mrs. Bartles to see if she could find a study that was done in the early 1990's by the state and was focused on what the model for library services in the 90's should be. Mrs. Bartles reported that she is scheduled to meet with the City Council in April.

**5. INFORMATION ITEMS-**

- A. **Interlibrary Loan** – Mrs. Bartles reported that she went to a meeting at the Redford Library and she talked with the new director of the Chelsea Public Library, who has entered into an agreement with OCLC for interloan, which is fairly low cost. He gave Mrs. Bartles his contact name and she has contacted OCLC but has not heard back from them yet.
- B. **HFCL ADA Compliant Family Restroom-** Ms. Schaefer reported that next week the fire alarm devices will be reinstalled in the new family restroom in Children's. We have had a preliminary inspection by the City and there are just a few items that need to be fixed. The City will then do a final inspection. Also, before we can open the restroom to the public we want to have a sealant applied to the new tile.
- C. **Plastic Bag and Earth Day target-April 22, 2010-** Mrs. Bartles spoke with the staff about charging patrons 10 cents for a plastic bag. They thought that it would cause a lot of problems. We have a current supply of bags that should last about six months but we want to save some for special events and programs. Mrs. Bartles has contacted the company that supplies Westborn Market with bags. They have a bag, which is a foldable bag with a snap

closure that they are going to send us a sample of. The cost is \$2 per bag. We are telling patrons now that free bags will end in the near future and they will either need to bring their own bag or buy a bag from us at \$2 per bag for the new bags or \$5 for our canvas reusable bags. Mrs. Bartles target for implementing the change in policy is Earth Day, which is April 22, 2010.

## **6. ACTION ITEMS-**

**7. Comments-** Mrs. Bartles reported that the State of the City will be held on March 10, 2010 at the Michael A. Guido Theater.

The March 12, 2010 Library Commission meeting will be held at Henry Ford Centennial Library.

The meeting was adjourned at 4:48PM.