

**DEARBORN DEPARTMENT OF LIBRARIES
LIBRARY COMMISSION MEETING
04/08/11**

1. ATTENDANCE

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

2. APPROVAL OF MINUTES

The minutes of the March 11, 2011 Library Commission meeting were approved as submitted.

3. FOUNDATION UPDATE-

Mr. Pultorak attended the last meeting of the Library Foundation which was held on March 15, 2011. The Foundation is working on their next direct mail campaign which will be going out in the mail soon. They are also working on the next children's author luncheon which they are planning for September. There is an article in the meeting packet from the Dearborn Press and Guide, about a donation to a number of Dearborn groups by Mr. Guy Hammond, who was a long time Dearborn resident who passed away in September of 2010. The estate was handled by local accountant who had some discussion with the Foundation Chairperson. Ultimately, ten thousand dollars was donated to the Friends of the Library-Dearborn (FOLD), which will benefit the library, although the Foundation was established for these types of donations. Mr. Pultorak will have some further discussions to clarify these roles as both groups are doing excellent work for the library and we do not wish to have discord between the groups.

4. BUDGET UPDATE-

Mr. Pultorak advised that he and Mrs. Bartles met with the Mayor on Wednesday this week regarding the budget for next fiscal year. The Mayor reported that given the size of the city's projected budget deficit it is likely that at least one library branch will close and there is the possibility all three could close. The Mayor asked for statistics on branch use. There was discussion regarding The Library Network (TLN) cooperative, which the library belongs to, and its future, as well as the possibility of joining MEL-CAT through the cooperative, as a way of increasing the access of Dearborn Library patrons to other local library collections. Mrs. Bartles will continue to research these ideas and will present more information to the Mayor. The Mayor will present the budget to the City Council on April 15, 2011. Mr. Pultorak discussed that the Mayor may propose the council levy the 15 mils allowed by the Charter, there could be a ballot proposal to raise additional mils to support police and fire staffing, and the City Health Department or other departments could close. Once the Mayor has presented the budget to the City Council, they will either approve or modify the Mayor's recommendations. Typically, the Council will adopt the formal budget for next fiscal year before Memorial Day.

5. INFORMATION ITEMS-

A. **Plan of Action for Strategic Planning-** Mr. Pultorak stated that the Library Commission met for two special planning meetings on March 14th and 17th, 2011. Most of the Commissioners were able to attend at least one of these informal discussions about various ideas for the future of the library. We can not go forward with any formal planning until we see what type of support the City will give to the library system going forward. Mr. Pultorak stated that depending on what happens with the library budget for next fiscal year, the Library Commission may need to have a summer meeting.

- B. **Dearborn School District in Dearborn Heights**-Mrs. Bartles reported that there was discussion at the last Library Commission meeting about the Dearborn School District in Dearborn Heights which is currently eligible for a Dearborn Library card. The question is whether we should continue to allow someone who works in this area of Dearborn Heights to get a library card. There are currently only 484 School District library cards and we are not sure how many are employees but we believe it is a very small number. Mrs. Bartles stated she can add this to the agenda for next month's meeting if the Commission wishes to formally change the policy. There was discussion regarding phasing this out for new cards and allowing residents and property owners in this area of the district to get library cards.
- C. **Meeting with Dearborn Heights Board**- Mrs. Bartles did not hear back from the Dearborn Heights library director regarding a formal meeting of the two Library Commissions so she suggested inviting the Dearborn Heights Library Commission to the open house we will have for the mezzanine study room project completion at HFCL. Mr. Pultorak stated that was a good idea tentatively. Whatever happens with the City funding for the Dearborn library system could have repercussions for the cooperative library agreement with Dearborn Heights as well.

6. ACTION ITEMS-

None.

7. COMMENTS-

Mr. Pultorak discussed an article from the L.A. Times, shared with the Commission by Commissioner Jawad, which discusses the city of Newport Beach, California, They are considering going bookless in their libraries by utilizing a Netflix like system involving kiosks and lockers.

Mr. Pultorak reported that he and Mr. Taub both got Dearborn Heights library cards at the Caroline Kennedy Branch of the Dearborn Heights library. Mr. Pultorak also visited the other Dearborn Heights library location, the John F. Kennedy Branch, as well. The collections of the Dearborn and Dearborn Heights libraries are quite different so he suggests checking out the Dearborn Heights libraries. The Dearborn Heights library uses the shared computer system of the cooperative, TLN, which is very different than our computer system.

Mrs. Bartles reported that the mezzanine renovation at HFCL, in which storage space that was underutilized is, being converted to public meeting and study space, is going well. We currently only have one conference room available for public use at HFCL. When this project is complete there will be three study rooms holding up to eight people and two larger rooms holding about 25 people each, on the third floor of HFCL. Of the two larger rooms, one room will be a quiet study room and one will be a bookable conference room, with a fee, or an additional quiet study room as demand requires. There will also be an area for FOLD to sort their books and manage their large inventory of donated books for their monthly used book sales. Mrs. Bartles is working on tentative rules for use of the new meeting rooms. Mr. Pultorak stated that the project will make the space on the third floor a lot more functional for the public.

Ms. Schaefer reported that we are asking patrons to vote for their favorite fun library card design. The winning choice will be offered as an option when getting a new library card. Mr. Pultorak discussed the possibility of Dearborn businesses sponsoring new library card designs or allowing patrons to pay to switch to a new card design. Mrs. Bartles has asked the Legal Department to investigate what services state law will allow a public library to charge for. Mr. Pultorak stated that this is a murky issue in state law.

The meeting was adjourned at 4:35pm.