

Dearborn Heights Library Advisory Board
Minutes of the General Membership Meeting
November 15, 2007

Chairman Tim Powers called the meeting to order at 7:34 PM at the Caroline Kennedy Library.

Present: Sherry Kosko, Secretary John Zadikian.

Absent: Eulalia Colon, Vice Chairwoman Emmy Peck and JFK Supervising Librarian Michael Wrona – all excused.

Also Present: City Council Liaison Janet Badalow, Caroline Supervising Librarian Michael McCaffery.

Motion by Kosko, supported by Zadikian, to approve the September 20, 2007, minutes as presented. Motion carried.

Communications:

From Michael McCaffery, regarding the recent donation of books from Ms. Virginia Dutchensen. He said Friends of the Library volunteers took up to four hours to sort the nearly 1,000 tomes she donated.

From Mr. McCaffery, regarding a recent complaint from a Bedford Street resident over alleged inappropriate content of a comic book. He said this policy challenge – the first of its kind – was handled appropriately. The complainant has not been heard from since the response.

From Mr. McCaffery, a thank you note from Nawal Hamadeh, superintendent of near by Star Academy, was received, noted and filed without comment.

Special/Standing Committees:

There were no formal reports of any special/standing committees.

Report of the Chair:

Chairman Powers updated the search for a new Library Director. He said five people were interviewed yesterday (November 14), and a recommendation was made to Mayor Paletko. He said it was a grueling process that included one internal candidate and at least one from out of state. An appointment will hopefully be made by year's end.

Report of the (Acting) Library Director(s):

Mr. McCaffery reported the month of October was very successful in terms of attendance for various programs.

In staffing updates, Rob Butler was moved into adult services; a tech position was filled; and a para-pro position at JFK was also filled.

Projects currently in the works include the application for a PAC-HUG grant to buy ten (10) new computers. Councilwoman Badalow suggested using BidNet, a service the city uses to get a good deal. Chairman Powers suggested checking with Dell for a small business site for built but unclaimed computers.

A painting by a local artist of Caroline Kennedy was recently completed. The cost of materials was covered by the Friends group. Mr. McCaffery will ask the artist to also do a painting of John F. Kennedy Jr.

The final rollout of the MelCat statewide interlibrary loan program is set for December 10. Internally, staff members have been testing the program for the past several weeks.

The Museum Adventure Pass Program is underway at both libraries. The program offers patrons the ability to obtain free passes for two or four people to any of more than two dozen participating museums throughout southeast Michigan.

Wireless internet access is available at both libraries. However, staffers are working with building architects to locate and activate the codes.

The maximum fine limit is being decreased from \$50 to \$15 before borrowing and computer use privileges are denied. Mr. McCaffery said a collection agent was considered to obtain monies owed to the libraries, but after filtering through criteria, it was deemed not to be cost effective at this time. So far, no one has complained about the new policy. Councilwoman Badalow asked how recent "amnesty" days worked and Mr. McCaffery said they worked very well in terms of recovered items and money/fines.

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Report of the (Acting) Library Director(s) (continued):

Maintenance issues at both libraries continue to be a concern. Weeding around the facilities is nearly complete and a more comprehensive plan is being considered for 2008. Two cubicles marred by graffiti have been repainted. A new policy is in place now to lock the rooms and require a sign-in sheet so potential vandals can be identified. Mrs. Kosko suggested installing a sign that reads "a camera is watching you" that would be a deterrent.

Light ballasts from Europe are more energy efficient, but they also smoke a lot when they malfunction. DPW and staffers are working to stay on top of the installation and maintenance of the units.

Toilet paper dispensers are being changed in order to dispense less paper and prevent misuse.

Mr. McCaffery provided a statistics update that included a value statement as required by the TLN Steering Committee. A general discussion among the membership ensued regarding printing and copying costs, black and white vs. color costs, etc. Also, the most recent SAM (Systems Access Manager) trends showed healthy gains in circulation, computer use and program room use at both libraries. That triggered a general discussion about computer use, including total time spent, maintenance and life span issues.

A review of past newspaper articles promoting the libraries and their programs was conducted, and the information well received by the membership.

Old /New Business:

Councilwoman Badalow initiated discussion over the possible alternating of meeting sites for the LAB in 2008 between both libraries. Following a general discussion, Mr. McCaffery and Mr. Wrona said they would investigate the feasibility and communicate their findings with board members.

Motion by Kosko, supported by Zadikian, to adjourn the meeting at 8:50 p.m.
Motion carried.

Respectfully submitted,
John Zadikian
Recording Secretary