

DETROIT LIBRARY COMMISSION

REGULAR MEETING

FEBRUARY 17, 2009—1:30 p.m.

AGENDA

- I. Reading of the Minutes of the Regular Meeting of January 27, 2009 – *Action Item*
- II. Public Comments
- III. Report of the Director
- IV. Report of the President
- V. Committee on Administration – *Action Item*
Routine Report on Human Resources
- VI. Committee on Books
Deputy Director's Report
- VII. Committee on Buildings – *Action Items*
Midtown Greenway Loop Project Resolution
Contract for Phase I Implementation of Security Upgrades
- VIII. Committee on Finance – *Action Item*
Routine Report of Committee on Finance
- IX. Executive Session
Attorney/Client Matter
- X. Audit Committee Appointments
- XI. Adjournment

DETROIT LIBRARY COMMISSION PROCEEDINGS

Regular Meeting
February 17, 2009

President Hill called the Regular Meeting of the Detroit Library Commission to order at 1:39 p.m.

Present: President Hill, Commissioners Bellant, Keith, Kinloch, Thomas, and Otis Mathis, Liaison to Detroit Board of Education President

Administrative staff: Skowronski, Cromer, Machie, Moore, and Norfolk

Excused: Commissioner Washington

Present also: Sandra Bialic, Margaret Bruni, Ronald Bryant, Randy Call, Lurine Carter, Todd Kelly, President, AFSCME 1259, Barbara Martin, Patrice Merritt, Uzo Onyemaechi, Rosemary Patterson, Christine Peele, Cledos Powell, Andrew Richner, and Duane Tarnacki

The Minutes of the Re-Scheduled Annual Meeting of January 27, 2009 were adopted as recorded with any necessary corrections to be made.

PUBLIC COMMENTS OR REMARKS

Katy Newman, retired librarian from the Detroit Free Press, shared her hope and dream of having a branch library on the riverfront. Ms. Newman said she would pursue looking for a possible site for a library on the riverfront and would report her progress. Ms. Newman felt passionate about the importance of literacy education. President Hill thanked Ms. Newman for sharing her dream and vision. Mr. Cromer or Ms. Machie would converse with Ms. Newman about this matter.

Commissioner Kinloch stressed the importance of having labor representatives involved in the search for a Director and that he had submitted names to the committee: Michael Wells and Todd Kelly. President Hill confirmed there would be labor representation included in the open process at the time of the public interviews.

REPORT OF THE DIRECTOR

2009/2010 LIBRARY BUDGET

Ms. Skowronski explained that the first step of the 3-step budget process with the City of Detroit took place with the City of Detroit's Budget Department on

January 30th. The next meeting will be with Mayor Cockrel and has not yet been scheduled.

THAW

Ms. Skowronski was pleased to report that the DPL staff Association's last 5 for 5 activity contributed \$1,325 to THAW (The Heat and Warmth Fund) that would help Michigan households with emergency energy assistance. A \$5 donation allowed staff to wear jeans and gym shoes for five days. The check was presented to Mr. John X. Miller, the CEO of THAW by Paige Brunner from the Staff Association and herself.

Black History Month Kick-off Saturday

Ms. Skowronski reported that on Saturday February 6th, Main Library kicked off *Black History Month* with many activities. One of the highlights included the presentation of the *Margaret McCall Thomas Ward History Marker Award* to Dr. Norman McRae, Jr., who is an author and scholar in African American Life and Culture. The Fred Hart Williams Genealogy Society gave the award.

The very popular World Market was once again held in Adam Strohm Hall, where arts and crafts, live entertainment and ethnic foods were available for purchase. Details about other Black History Month programs were available on the Library's website.

E. Azalia Hackley Concert

Ms. Skowronski reported that *An Evening of Jazz and Blues* would be presented in the Friends Auditorium tomorrow evening at 7:30 p.m. General tickets were \$15 and \$30 for reserved seating. Geri Allen, jazz pianist, and Johnny O'Neal, jazz-pianist and vocalist would be the featured performers. This would be the 65th Hackley Concert.

Comerica, Java and Jazz

Ms. Skowronski reported that the 2009 Java & Jazz Series started tonight in Old Browsing at Main Library. The featured musician was saxophonist, Allan Barnes. *Jazz from its golden era:1926-1967* would be performed.

Tax Service at Your Library

Ms. Skowronski reported that *Tax Season* was here again! DPL was pleased to offer tax assistance to customers who meet the eligibility guidelines that are based on household income. The Accounting Aid Society would provide free tax preparation through their volunteers. Walk-in service was scheduled at Main Library on Wednesdays, Fridays, and Saturdays. Appointments should be

scheduled at the Duffield, Knapp, and Chandler Park Branches. The tax service at Edison Branch would be provided by AARP for low-income senior citizens only.

Stimulus Package

The Library submitted applications for federal Economic Stimulus funds from the City of Detroit, the State of Michigan and the Federal government. Due to the fact that the Capital Improvement Plan was approved by the Commission in January, and the fact so many of our projects are indeed "shovel ready", DPL should be an attractive recipient for some, if not all of these funds.

Abraham Lincoln Bicentennial

Ms. Skowronski reported that last week, she traveled to Washington D.C. to participate in the celebration of Lincoln's 200th birthday at the Library of Congress and to represent the Detroit Public Library. DPL was asked to loan the Grace Bedell Letter for display at this grand event. This is the famous "whiskers" letter that suggested Mr. Lincoln grow a beard while running for President. The letter was a featured highlight of the exhibit and she met Benjamin Shappell who owns and loaned the companion letter that Mr. Lincoln sent to Grace Bedell. Librarian of Congress, Dr. James Billington, singled out DPL in his opening remarks. It was an honor to be at the opening ceremony for the exhibit, which runs through May 9th.

NAACP Event at DPL

Ms. Skowronski reported that the *Michigan NAACP Centennial Event celebrating 100 Years of Leading Social Change in America* was held at DPL on Thursday, February 12, 2009. It was a classic black and white attired evening event. A reception, program and live broadcast of the 40th Annual NAACP Image Awards from Los Angeles, CA were featured at the event. More than 250 people attended the event.

Proposal C

Ms. Skowronski reminded everyone to vote on February 24, 2009. Proposal C was for the City of Detroit Museums, Libraries, and Recreation and other Cultural Facilities bonding proposals.

Questions followed about the bond proposal. Ms. Skowronski explained the bonds would be general obligation bonds sold over a three-year period. Mr. Cromer said the advantage would be a good collaboration for the cultural center.

REPORT OF COMMITTEES

COMMITTEE ON ADMINISTRATION

APPOINTMENTS

Taneca Chapman-Mills was appointed to Librarian II effective February 17, 2009.

PROMOTIONS

Darlean Bridges was promoted to Coordinator for Popular Library effective January 5, 2009.

Viola Taylor was promoted to Human Resources Assistant effective January 12, 2009.

Benita Beckles was promoted to Human Resources Manager effective February 2, 2009.

Victor Ibegbu was promoted to Digital Projects Leader effective February 9, 2009.

SEPARATIONS

ShaRhonda Anderson, effective January 30, 2009

COMMISSION ACTION

On motion of Commissioner Keith, seconded by Commissioner Thomas, these personnel actions were supported and unanimously adopted.

COMMITTEE ON BOOKS

Ms. Machie reported that DPL librarians made the 2009 *African American Booklist* selections. She introduced Lurine Carter, Coordinator for Children's Services, who talked about the history of the list.

Ms. Carter referred to the creation of the African American Booklist as a labor of love. The early version in 1940 did not include children's books or non-fiction. Through the years, the list was reorganized to include children, youth and teen books of fiction and non-fiction titles. DPL librarians have read these books and provided their professional opinions. The books selected provide positive images of families and is the nucleus for a lot of readers. Commissioner Hill appreciated hearing Ms. Carter's enthusiasm and acknowledged the value and excellence of the booklist.

Christine Peele, Librarian and Co-Chair of the Adult Literature Selection Committee, presented *The Beautiful Struggle* by Ta-Nehisi Coates, as one of the selections from the 2009 *African American Booklist*. Through the author and his

brother's experiences, the book became a guide for his children bringing them into adulthood; amazingly, all seven of his children went to Howard University. The message from this book was not to give up on our children.

President Hill thanked Ms. Peele for her time and sharing a very good story; Commissioner Washington would be sorry she missed her talk.

COMMITTEE ON BUILDINGS

Approval of Resolution for Midtown Greenway Loop Project

Commissioner Thomas reported that this matter was referred back to the Committee on Buildings and the Committee has this report. The Midtown Loop would eventually intersect with other bike-able, walk-able paths, including the Dequindre cut, and provide direct access to the Detroit River.

The project began in 2006 and has evolved into two primary overseers: the City of Detroit and the University Cultural Center. The purpose of the project is to provide improvements in sidewalks, signage, plantings, and lights in the midtown area. The construction will be done by the City and maintained by the UCCA-Midtown Greenway, LLC.

The resolution acknowledged that the Library would:

- Grant the Easement to the City for Main Library that is adjacent to Cass Avenue, Kirby or Woodward to complete the project,
- Enter into the Maintenance Agreement with Midtown, and
- Authorize the Director, Nancy Skowronski, on behalf of the Commission, to sign the appropriate documents as needed.

MIDWAY GREENWAY LOOP PROJECT RESOLUTION

WHEREAS, the City of Detroit (the "City") and the University Cultural Center Association ("UCCA") are collaborating on the Midtown Greenway Loop (the "Project"), a program of infrastructure improvements including public sidewalks, plantings, lighting and signage in the midtown area of the City of Detroit;

WHEREAS, the Project, which will be constructed by the City and maintained by Midtown Greenway, LLC ("Midtown"), a wholly owned subsidiary of UCCA, is intended to unify and beautify the area, improve pedestrian access to the educational and cultural institutions, businesses and residences in the area, link the midtown area with other public spaces and recreational facilities and promote further economic development;

WHEREAS, in order to assist in the development of the Project, the City of Detroit has requested that the Detroit Library Commission (the "Commission") grant the City a permanent easement in certain portions of the main branch of the Detroit Public Library (the "Library") that are adjacent to Cass Avenue, Kirby Avenue or Woodward Avenue for the construction, installation and maintenance of a portion of such infrastructure improvements pursuant to the document attached hereto as **Exhibit A** (the "Easement");

WHEREAS, such improvements would be repaired, replaced and maintained by Midtown pursuant to a Maintenance Agreement in the form attached hereto as Exhibit B to be entered into by Midtown and the Commission (the "Maintenance Agreement"); and

WHEREAS, the Board of Commissioners of the Commission believes it to be in the best interests of the Library to execute the Easement and enter into the Maintenance Agreement.

NOW, THEREFORE, it is:

RESOLVED, that the Commission execute and deliver the Easement and enter into the Maintenance Agreement with Midtown; and

RESOLVED, that Nancy Skowronski, the Director of the Library, be, and she hereby is, authorized, empowered and directed to execute and deliver on behalf of the Commission the Easement and the Maintenance Agreement in the forms or substantially the same forms as attached hereto as **Exhibits A and B**, respectively.

Commission Action

Commissioner Thomas moved to approve the Resolution for the Midtown Greenway Loop Project. Commissioner Kinloch seconded. The motion was supported and unanimously adopted.

Authorization to Contract for Phase I Implementation of Security Upgrades at Main Library, Service Building, and Seven Branch Locations

Commissioner Thomas reported that in November/December 2007, DPL completed a security audit for all Library buildings. The purpose of the audit was to evaluate the Library's existing security systems and services and to make recommendations that would guide the Library in creating and maintaining an effective and efficient security system that best meets the Library's needs. A phased implementation to the major upgrades recommended in the audit report is underway.

A request for proposals was publicly advertised on the Library’s website, published in the Michigan Chronicle and Legal News, and mailed to vendors. 23 security companies attended a pre-bid meeting held at the Main Library.

The following vendors responded with bids and no-bids:

VENDOR	LOCATION	BID	15% cntgcy.	TOTAL
Compast, Inc.	Southfield, MI	No bid		
D.A. Central	Oak Park, MI	\$377,465	\$56,619.75	\$434,085
Entrance Technologies	Lowell, MI	No Bid		
Integrated Media Tech	Detroit, MI	No Bid		
Johnson Controls, Inc.	Auburn Hills, MI	\$412,701	\$61,905.15	\$474,606
Securitas	Cincinnati, OH	No Bid		
Detroit Electrical	Detroit, MI	\$387,414	\$58,112	\$445,526
Security Corp.	Novi, MI	\$336,202	\$50,430	\$386,632
MCMI	Sterling Heights, MI	\$317,289	\$47,593	\$364,882
Dynalectric of MI	Troy, MI	\$338,616	\$50,792	\$389,408

Commission Action

Judge Thomas moved to approve contracting with MCMI, the lowest compliant bidder, at a cost not to exceed three hundred sixty four thousand eight hundred eighty-two dollars (\$364,882). Commissioner Kinloch seconded. The motion was supported and unanimously adopted.

Discussion

Mr. Mathis raised the question once again about using Detroit vendors. Commissioner Kinloch said concern has been raised regarding the use of unionized workers at a committee meeting.

President Hill suggested doing a survey to find out how vendors learn of our RFP’s. Mr. Powell agreed this could be done. Commissioner Bellant would like to further discuss using responsible contractors.

COMMITTEE ON FINANCE

Routine Reports of Committee on Finance

The following accounts have been examined, audited and found correct by the staff of the Financial and Business Operations and ratification of payment is recommended.

Summary of Expenditures	
Burton Endowment Fund	\$1,816.77
Total vouchers 1295-1599	\$1,585,040.23
Total payroll & benefits	\$2,002,265.70
Grand Total	\$3,589,122.70

Maria Norfolk, Associate Director
Financial and Business Operations

Payment approved by Committee on Finance

Commission Action

On motion of Commissioner Kinloch, the recommendation of the Committee on Finance, as set forth above, seconded by Commissioner Keith, was unanimously adopted.

Executive Session

President Hill called for a motion to go into Executive Session to discuss an attorney/client matter. Commissioner Kinloch made the motion to go into Executive Session. Commissioner Bellant seconded the motion. Commissioners Bellant, Keith, Kinloch, Thomas, and President Hill voted yes. The motion carried.

Staff and visitors were excused and the Executive session began at 2:22 p.m. and ended at 3:14 p.m. The regular public meeting resumed at 3:16 p.m.

Following the Executive Session, staff and members of the public rejoined the meeting. Commissioner Kinloch made a motion to adopt the following resolution:

RESOLVED, that the Detroit Library Commission authorizes the President to constitute and appoint members of a working group to serve in an advisory role only to review and consider the establishment of a district library under the Michigan District Library Establishment Act.

The motion was seconded by Commissioner Thomas and was carried by a vote of 5 – 1, Commissioner Bellant voting against the motion.

Commission Action

President Hill moved to approve retaining the same members as were on last year's Audit Committee with one addition, Commissioner Keith. Motion was supported and unanimously adopted. The 2009 Audit Committee members would be Judge Edward M. Thomas, Chair, Jonathan Kinloch, Luther Keith, and Rollin Henderson.

Discussion regarding Posting for DPL Director

President Hill acknowledged receipt of a letter from Michael Wells, President of the UAW Local 2200, stating that the Library has not posted the DPL Director's position. President Hill assured the Union that it would be posted.

President Hill explained the Boulware Group has been retained to handle the search. A panel has been selected that includes Glenda Price, Juanita Moore and Marilyn Wall to review some of the candidates. There will be public interviews with the top three candidates. Union members are welcome to attend the public interviews.

There being no further business to come before the meeting, on motion made, seconded and carried, the meeting was adjourned at 3:25 p.m.