

DETROIT LIBRARY COMMISSION PROCEEDINGS

Regular Meeting
March 16, 2010

President Keith called the Regular Meeting of the Detroit Library Commission to order at 1:58 p.m.

Present: President Keith, Commissioners Bellant, Kinloch, Thomas, and Washington

Otis Mathis, Ex-Officio joined at 2:15 p.m.

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

Excused: Commissioner Hicks

Present also: Benita Beckles, Margaret Bruni, Ron Bryant, VP AFSCME 1259, Randolph Call, Todd Kelly, President AFSCME 1259, Romondo Locke, Patrice Merritt, Carolyn Mosley, Uzo Onyemaechi, Rosemary Patterson, Cledos Powell, Yvette Rice, and Alma Simmons.

Others present: Christopher Gray and Cleophus Bradley, Detroit Catholic Pastoral Alliance

The minutes of the Regular Meeting of February 16, 2010 were adopted as recorded with addition of comments made by Commissioner Kinloch.

PUBLIC COMMENTS

There were no public comments.

REPORT OF PRESIDENT

President Keith commended staff on the success of the Leonard Pitts event held on Saturday, February 27th. He thanked Rev. Dr. Georgia Hill who now chairs the Detroit Literacy Council for a great and productive meeting held on March 9th. President Keith also read her letter sent to Commissioners, Administrative staff and the Executive Support Staff expressing her thanks for the plaque and for her time served on the Detroit Library Commission.

REPORT OF THE EXECUTIVE DIRECTOR

Mrs. Mondowney reported:

Detroit Reads! *Before I Forget* Program

This program was a great success. Hundreds of people enjoyed reading the book; there were numerous book discussions and family activities; and, the Leonard Pitts event on Saturday, February 27th was standing room only. Thanks to Margaret Bruni, Assistant Director for Branch Services, and the many, many staff members that contributed to this event. Special thanks to Christine Peele, Manager at the Duffield Branch who recommended *Before I Forget*. It was truly an enjoyable experience for all who participated.

Staff Donation for Haiti

Staff donated money to be able to wear blue jeans for one week in February. DPL Staff Association collected the money and a check for \$1,000 was given to the *Doctors Without Borders* organization specifically for their work in Haiti.

Book Art Contest

Detroit Free Press Columnist Rochelle Riley and DPL announced the 2010 Book Art Contest for children and Essay Contest for parents. Children aged 9-13 are invited to submit sketches for publication in Ms. Riley's book entitled, *Raising a Parent: Lessons My Daughter Taught Me While We Grew Up Together*. Twelve winning artists will be selected and each one will receive a \$500 scholarship, thanks to the Skillman and Lakeshore Engineering foundations.

Ernie Harwell

Due to the rapidly declining health of Ernie Harwell, his representative, Gary Spicer has requested that we postpone any planned events to honor Mr. Harwell. Tentative plans included the 4th Annual Ernie Harwell Lecture Series and a possible fundraiser to support the Harwell Collection.

March 30th 2010 Census Day at DPL

A letter was sent to staff indicating that the Detroit Library Commission is designating March 30th as "2010 Census Day at DPL". Staff was reminded of the critical need to complete the census form and to also tell friends and family to complete census forms as well.

REPORTS OF COMMITTEES

COMMITTEE ON ADMINISTRATION

Personnel recommendations of the Director:

APPOINTMENTS

Catherine Dover-Taylor was appointed to Librarian I effective March 15, 2010.

PROMOTIONS

Conrad Welsing was promoted to Coordinator-Community Outreach and Administrative Projects effective March 8, 2010.

Commission Action

On motion of Commissioner Kinloch and seconded by Commissioner Bellant, these personnel recommendations were unanimously adopted.

Approval of the Calendar of Library Closings and Schedule Changes

Commissioner Kinloch reported that the Calendar for Library Closings and Schedule Changes is recommended for the fiscal year July 2010 through June 2011. It includes Main Library and Branch holiday closings and schedule changes.

CALENDAR OF LIBRARY CLOSINGS AND SCHEDULE CHANGES

2010-2011

July 3, 2010 (Saturday)	Designated Holiday (Independence Day) For Main Public Service Agencies
July 5, 2010 (Monday)	Designated Holiday (Independence Day) For Closed Agencies and Branch Agencies
September 4, 2010 (Saturday)	Designated Holiday (Labor Day) For Main Public Service Agencies
September 6, 2010 (Monday)*	Labor Day
September 22, 2010 (Wednesday)	Staff Day
November 11, 2010 (Thursday)	Veterans Day
November 25, 2010 (Thursday)	Thanksgiving Day
November 26, 2010 (Friday)	Day After Thanksgiving

Minutes approved at the April 20, 2010 Detroit Library Commission Meeting.

November 27, 2010 (Saturday)	Designated Holiday (Day After Thanksgiving) For Branch Agencies
December 24, 2010 (Friday)	Christmas Eve
December 25, 2010 (Saturday)	Christmas Day
December 27, 2010 (Monday)	Designated Holiday (Christmas Eve) For Branch Agencies and (Christmas Day) For Closed Agencies
December 31, 2010 (Friday)	New Year's Eve
January 1, 2011 (Saturday)	New Year's Day
January 3, 2011 (Monday)	Designated Holiday (New Year's Eve) For Branch Agencies and (New Year's Day) For Closed Agencies
January 15, 2011 (Saturday) Day)	Designated Holiday (Martin Luther King, Jr.) For Main Public Service Agencies
January 17, 2011 (Monday)	Martin Luther King, Jr. Day
February 19, 2011 (Saturday)	Designated Holiday (President's Day) For Main Public Service Agencies
February 21, 2011 (Monday)	President's Day
April 22, 2011 (Friday)	Good Friday
April 23, 2010 (Saturday)	Designated Holiday (Good Friday) For Branch Agencies
May 28, 2011 (Saturday)**	Designated Holiday (Memorial Day) For Main Public Service Agencies
May 30, 2010 (Monday)	Memorial Day

*September 10-11, 2010 (Friday-Saturday)	Branch Fall Schedule Begins (Closed Fridays, Open Saturdays)
**May 27-28, 2011 (Friday-Saturday)	Branch Summer Schedule Begins (Open Fridays, Closed Saturdays)

Commission Action
 Commissioner Kinloch moved to approve the Calendar of Library Closings and Schedule Changes for 2010/11. Commissioner Thomas seconded the motion; the motion carried.

AUDIT COMMITTEE

The Burton Endowment Fund 2009 Audit was tabled until next meeting. Commissioner Bellant would like to invite Abraham and Gaffney's auditor to next meeting to discuss audit with full Commission, not just the Audit Committee members.

COMMITTEE ON BOOKS AND LITERACY

REPORT OF COMMITTEE CHAIR

Commissioner Washington reported:

Detroit Literacy Council:

The Detroit Literacy Council met on March 9, 2010. Over 25 people attended the meeting including Jo Anne Mondowney, Juliet Machie, Yvette Rice, Commissioners Bellant, Hicks, Keith, Mathis and Washington. Under the leadership of the literacy council president, Rev. Dr. Georgia Hill, the council worked to develop a vision and mission statement that would guide its work. A report on the Detroit Public Library's literacy initiatives was also presented to the council.

The DLC is formulating a vision and mission statement to guide their work and critical initiatives. A cross-section of individuals and organizations represented a general consensus that the DLC work should ultimately affect the bottom line and that is to reduce illiteracy. The DLC discussed dedicating their focus and efforts to creating a NEW LITERACY AGENDA THAT WOULD CREATE A LITERACY RATE BETWEEN 90% or 100% AS THE ULTIMATE GOAL FOR THE CITIZENS OF DETROIT.

The next meeting of the literacy council is scheduled for April 22, 2010.

Partnership with Clear Channel Communications:

DPL has partnered with Clear Channel Communications to promote "Detroit Reads," our campaign to erase illiteracy in Detroit. Through this partnership, Clear Channel will utilize the power of its seven radio stations to market and advertise Detroit Reads, at no cost to DPL! Their goal is to recruit 1000 literacy tutors by the end of 2010. Thanks to Commissioner Bellant for making this connection with Clear Channel possible.

Detroit Reads Website:

A website to promote Detroit Reads is presently in development and will be launched to coincide with the Clear Channel "Detroit Reads" promotions. The new www.detroit-reads.org website will house information about Detroit Reads and will link the community to resources for literacy tutors and learners. At present, information about Detroit Reads is available on the Detroit Public Library's website.

Literacy Tutor Training:

25 new volunteers completed training this month to become literacy tutors. This brings the total of volunteer literacy tutors engaged through DPL to over 200.

Discussion

President Keith described the meeting as productive and focused. Commissioner Bellant found the vision and mission statement discussions beneficial. Commissioner Washington thanked Mrs. Mondowney and Ms. Machie for their significant contributions. Commissioner Washington was pleased to see the literacy needs being addressed and to know that reinventing what the Library does is possible. Mrs. Mondowney stated it was most important to have people talking to one another. Ms. Machie was excited to see all the energy emanating from this group.

COMMITTEE ON FINANCE

Routine Report on Finance

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

Summary of Expenditures	
<u>PUBLIC FUNDS</u>	
Program Expenditures-Total checks 1115-1125	\$54,797.68
Capital Improvement Expenditures-Total checks 1042-1045	\$55,823.29
Total Vouchers 1200-1399	\$622,751.12
Total Payroll & Benefits	\$2,002,220.92
Grand Total	<u><u>\$2,735,593.01</u></u>

Summary of Expenditures	
<u>Restricted/Designated Funds</u>	
Burton endowment Fund Checking-total checks 8079-8080	\$828.05
Louise Webber O'Brien Checking-total checks 4103-4111	\$24,639.50
Programs & Gifts Checking-Total checks 1232-1238	\$870,337.70
Branch & Main Checking-Total checks 1365-1371	\$5,151.93
Grand Total	<u><u>\$900,957.18</u></u>

Maria Norfolk, Director

Financial and Business Operations

Payment approved by the Committee on Finance.

Commission Action

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

OLD BUSINESS

Fred Martin Tribute

Mrs. Mondowney indicated that ideas on recognition would be presented to the Committee on Administration.

Board Retreat

Mrs. Mondowney will continue to prepare and gather information.

NEW BUSINESS

President Keith visited with Diane Edgecomb and talked about the Library as an appropriate archive for her art and photos. Mrs. Mondowney indicated that BHC would be the official depository for her collections. Discussion was held on a possible exhibit or exhibits to recognize other people that are a part of Detroit's history such as Robbie Robinson's photo archives.

The meeting was adjourned at 2:40 p.m.