

DETROIT LIBRARY COMMISSION PROCEEDINGS**REGULAR MEETING****MAY 21, 2013**

President Bellant called the Regular Meeting of the Detroit Library Commission to order at 6:13 p.m.

Present: President Bellant, Commissioners Allen, Hicks, Jackson
Commissioner Lemmons joined the meeting at 6:20 p.m.

Administrative Staff: Mondowney, Machie, Moore, Norfolk,
Powell

Excused: Commissioners Kinloch and Quarterman

Present Also: Paulette Boggs, Ronald Bryant, J. Randolph Call, Enid Clark, Ryan Davis, Deborah Dorsey, Kelly Glancy, Helen Moore, Roger Morton, Carolyn Mosley, Yvette Rice, Alma Simmons, Tiffani Simon, Laurie Stuart, Steve Teeri, Jacqueline Williams, Talishia Williams and others

APPROVAL OF MEETING MINUTES

The minutes of the Regular Meeting of April 16, 2013 were approved with one correction. Commissioner Jackson had requested an update on tax captures under old business. The correction was noted.

PUBLIC COMMENTS

There were no public comments.

Commissioner Hicks requested a moment of silence to honor the victims of the Oklahoma tornado.

Minutes were approved at the June 18, 2013 Commission Meeting

REPORT OF THE PRESIDENT

President Bellant issued a statement about an indictment executed by the U.S. Department of Justice implicating the former chief administrative officer, Timothy Cromer on allegations of a bribery scheme. The statement read as follows:

If the statements from the U.S. Attorney for the Eastern District of Michigan are proven to be true, great harm to the Detroit Library community has been done by a Library administrator in position a of great trust and by two contractors. The Library community will be the victim if these charges are upheld in court.

The Library Commission and the office of the Executive Director will continue to fully support this investigation with the goal of ensuring that certain punishment comes to all who commit, aid or abet crimes against public trust.

The former Library administrator's employment was terminated on February 20, 2013. Neither contractor nor their associates have any current relationship with the Detroit Public Library.

COMMISSION ACTION

Commissioner Lemmons made a motion to accept the statement. Commissioner Hicks supported the motion.

Discussion

Commissioner Jackson said the verbiage of the statement should be neutral. The language was too conclusive.

President Bellant said the statement included verbiage that was not conclusive and referred to the previously read statement that said: *If the statements from the U.S. Attorney for the Eastern District of Michigan are proven to be true, the Library community will be the victim if these charges are upheld in court.*

A roll call vote was taken with the following results:

Allen	Yes
Hicks	Yes
Jackson	Abstained
Kinloch	Absent
Lemmons	Yes
Quarterman	Excused
Bellant	Yes

The statement was accepted.

Minutes were approved at the June 18, 2013 Commission Meeting

REPORT OF THE EXECUTIVE DIRECTOR

Interpreter Service Available

Mrs. Mondowney reported that Language Line Services, Inc. previously offered only in TIP, is now available in all library locations. Language Line provides interpreters for more than 200 languages over the telephone and can be used to assist call-in or walk-in customers. This is a valuable resource to staff especially at the Knapp Branch, which serves a Bengali community, and the branches in southwest Detroit, which serve many residents who speak Spanish and Arabic.

Comerica, Java & Jazz

Mrs. Mondowney reported that the featured performer for the May 21st signature Comerica, Java & Jazz series was Saxappeal, a gifted saxophonist, born and raised in Detroit. He has a highly energetic band called "1oh1" which plays with the flavor of his special style, SaxSoul, which is a diverse blend of jazz, hip-hop, soul and R & B.

2013 Annual Spring Banquet

Mrs. Mondowney reported that the DPL's Staff Association's 2013 Spring Banquet was held on Saturday, April 27. Eleven employees received 25-year anniversary pins. They were as follows: Lisa Marshall, Dishonne Bell, Kenneth Cannon, Tina Manley, Nadya Cherup, Margaret Bruni, Judith Paduch, Virgilio Thomas, Joyce Middlebrooks, Jo Ann Poske, and Keronce Sims. The Library Staff Memorial & Fellowship Association's Annual Retired Librarian Award was presented to Paula Kaczmarek, former manager of SSER; the Current Librarian Award went to Dori Middleton, who works with the Library for the Blind and Physically Handicapped and Michael McElgunn, the Library's Purchasing Agent, received the General Employees Merit Award. Cheryl Wright- Blessett, our Accounts Payable Manager, received the Alma Josenhans Scholarship. Mrs. Mondowney thanked this year's banquet committee, chaired by Robbie L. Flowers and members Jackie Sullen, Stacy Brooks, Tracey Wyatt, Laurie Townsend Stuart, Ann Braid, Lily Brown and Ann Matteson.

Metro Detroit Youth Day

Mrs. Mondowney reported that on April 17, Janet Batchelder, Manager of Children's Library and Lurine Carter, Coordinator of Children's and Teens Services, hosted the Executive Board meeting of Metro Detroit Youth Day. The board members reviewed plans for the 31st Annual Youth Day that will be held July 17th on Belle Isle. DPL is a long time participant and supporter of Youth Day which is a day of lively of games, music, exhibits and fun for children.

2013 Author Day

Mrs. Mondowney reported that Christopher Paul Curtis was the special guest for DPL's 2013 Author Day program on May 14 and May 15, at Main Library. The 2013 Author Day title was *Elijah of Buxton*. Mr. Curtis has written several award winning books including *The Watsons Go to Birmingham – 1963*, which was named a Newbery Honor Book and *Bud, Not Buddy*, the first book to ever receive both the Newbery Medal and the Coretta Scott King Award. DPL welcomed more than 600 students from area public and charter schools to participate over the two days. A special thank you goes to the DPL Friends Foundation for their longtime support of this program.

Junior Great Books

Mrs. Mondowney reported that in the April 2013 issue of "Achieve," published by the Michigan Chronicle, the DPL's Junior Great Books was recognized as a program that is "an effective, content-specific development that increases student achievement." This program was established in 1965 and, over the years, has helped students in grades 1 -12 increase their reading comprehension and critical thinking skills.

One Book, One Community

Mrs. Mondowney reported that on May 4, Detroiters enthusiastically welcomed Dr. Daniel Black, author of *Perfect Peace*, the DPL's 2013 One Book, and One Community selection. City Council President Charles Pugh was the afternoon's host for the more than 250 people who turned out for Dr. Black's engaging book discussion, followed by a Q & A and book signing. Special thanks to members of the Author Series Committee and other staff who selected this book and worked to make the program successful: Christine Peele, Jackie Sullen, Stacy Brooks, Kelly Glancy, Annette Stocks, Tracey Wyatt, Romondo Locke and AJ Funchess who are members of the Author Series Committee. Others who contributed to the success of the program include Margaret Bruni, Dishonne Bell, Glenda Cornelius, Khamisi Benford and Alma Simmons. DPL also received support for this program from the DPL Friends Foundation and the Detroit Chapter of The Girl Friends, Inc. Dr. Black sent a message to all – "I wish I had words to express my enormous gratitude for Saturday's event. It was over the top! The crowd was incredible, all the staff was remarkable, the energy palpable...what else can I say? Thank you from the depths of my soul for increasing my joy. I am stronger and happier because I came to DPL! I shall never forget it."

Battle of the Books

Mrs. Mondowney reported that the 15th Annual Battle of the Books, sponsored by the YES Foundation, is a program that encourages students to read a specific selection of books, and participate in a competitive Q & A program. This year seven schools battled it out on April 30, 2013, the winner was Bates Academy. Each Bates student received a \$50 gift card from Barnes & Noble; other school team members earned a \$20 gift card.

Culture Source

Mrs. Mondowney reported that on April 24, 2013, along with the Friends Foundation, DPL served as host for "Re: Source 2013," the power conference for arts and culture. The conference was sponsored by Culture Source, an association of more than 115 cultural organizations serving Southeast Michigan. The Friends Foundation is a member of Culture Source, formerly known as the Cultural Alliance of Southeastern Michigan. Maud Lyon, Executive Director of Culture Source, noted that the conference was a smashing success and thanked Patrice Merritt, Tracey Wyatt, Victor Bengbu for their invaluable help before and during the conference.

DPL Chorus

Mrs. Mondowney reported that DPL's Chorus presented its Spring Concert on Saturday, April 20, 2013. The Chorus is composed of DPL employees and is directed by Barbara Martin, former curator of the Hackle Collection. To the delight of everyone, two extremely talented community groups also shared the afternoon program – the Detroit Academy of Arts and Sciences and DYC, the Detroit Youth Choir. DPL's Chorus is coordinated by Robert Miller, a member of the Library's Security team, and DPL appreciates his efforts to bring his musical colleagues together.

The American Girl Tea Party

Mrs. Mondowney reported that Denise Lewis Patrick, author of the Cecile series in the American Girl book series, was the featured presenter at the Main Library's American Girl Tea Party held, Saturday, May 11. More than 100 young ladies, along with their family and friends, brought their dolls to participate in what has become one of the Library's most popular traditions.

COMMITTEE ON ADMINISTRATION**Authorization to Approve the Human Resources Routine Report**

Commissioner Lemmons reported that the Human Resources Department Report provides information regarding personnel actions taken from April 1 – April 30, 2013. These actions have been approved by Administration.

APPOINTMENT (0)**RETIREMENTS (2)**

Employee Name	Last Day Worked	Retirement Date
John Gibson	3/23/2013	4/24/2013
Benita Buckles	4/19/2013	6/13/2013

SICK LEAVE PAYOUTS (1)

\$10,497.25 Library- Supervising Security Officer

POTENTIAL RETIREMENTS (0)**SEPARATIONS (0)****EMPLOYEE HEADCOUNT**

Headcount – April 2013	Headcount – April 2012
340 Active Employees ¹	329 Employees

¹ The headcount is calculated based on the changes from April 1, 2013 through April 3, 2013. (April report 341-1 (active retirement)=**340**)

COMMISSION ACTION

Commissioner Lemmons made a motion to approve the Human Resources Routine Report. Commissioner Hicks supported the motion. The motion carried.

Minutes were approved at the June 18, 2013 Commission Meeting

COMMITTEE ON FINANCE

Authorization to Approve Routine Report on Finance

Commissioner Hicks reported that the following accounts have been examined and found correct by the staff of Business and Financial Operations and ratification of payment is recommended. Commissioner Hicks also said a thorough review of the report was conducted by the Committee on Finance.

Summary of Expenditures

PUBLIC FUNDS

1. Total Payroll		\$967,837.97
2. Total for Vouchers- processed on DRMS	Vouchers 721 -808	\$425,120.63
3. Public Funds/Comerica checking	Checks 1147 – 1148	\$82,190.32
4. Debt Service Payments – Pension Obligation Certificate		\$0.00
5. FY 12 Unfunded Actuarial Accrued Liability (UAAL)		\$250,669.42
6. FY 11 Unfunded Actuarial Accrued Liability (UAAL)		\$335,015.31
7. FY 13 Benefits Plan (for one month March 2013)		\$431,704.28
8. FY 13 General Retirement System – Employer Requirements (one month Feb. 2013)		<u>\$300,948.33</u>
Grand Total		<u>\$2,793,486.26</u>

COMMISSION ACTION

Commissioner Hicks made a motion to approve the routine report on finance – Public Funds Expenditures. Commissioner Jackson abstained. The motion carried.

Summary of Expenditures

RESTRICTED /DESIGNATED FUNDS

Branch & Main	Checks 2376 – 2425	\$30,539.70
Burton Endowment	Checks 8250	\$920.00
Knight Foundation	Checks 1424	\$14,124.51
O'Brien Checking	Checks 4303 – 4314	\$2,874.00
Programs & Gifts	Checks 1728 – 1737	<u>\$6,297.68</u>
Grand Total		<u>\$54,755.89</u>

COMMISSION ACTION

Commissioner Hicks made a motion to approve the routine report on finance – Restricted/Designated Funds Expenditures. Commissioner Jackson abstained. The motion carried.

Summary of Expenditures**CREDIT CARDS**

Executive Director	\$80.16
Executive Director's Office-used for general office purpose	\$0.00
Deputy Director	\$397.20
Human Resources Department	\$2,318.00
Marketing Department	\$768.96
Technical Services	\$950.12
Facilities Department	\$601.17
Credit Card Bank Charges	<u>\$0.00</u>
Grand Total	<u>\$5,115.61</u>

COMMISSION ACTION

Commissioner Hicks made a motion to approve the routine report on finance – Credit Card Expenditures. Commissioner Jackson abstained. The motion carried.

President Bellant noted that the motion for approval does not require a second motion because it came out of a committee meeting.

OLD BUSINESS

Commissioner Jackson asked Mrs. Mondowney for an update on tax captures.

President Bellant said he preferred to respond to the question because he met with Mrs. Mondowney and Commissioner Lemmons to identify the processes in the legislature on how DPL can intervene regarding tax captures.

Commissioner Jackson said he appreciated President Bellant's response but he wanted to hear a response from the staff.

Mrs. Mondowney replied the staff is reviewing the tax capture issue.

Commissioner Jackson asked if could expect full report at the next Commission meeting on the progress that has been made regarding tax captures.

President Bellant said he could expect a report as progress develops.

Commissioner Jackson asked when the process will begin regarding the six-month review of the Executive Director's contract.

Commissioner Lemmons said it would be addressed at the next Committee on Administration meeting.

Commissioner Jackson asked for an update on the internal review of DPL's contracts in regards to the FBI investigation.

President Bellant said it is an internal review and there will be no public comments made until it is completed.

The meeting was adjourned at 6:50 p.m.