

DETROIT LIBRARY COMMISSION PROCEEDINGS**REGULAR MEETING****FEBRUARY 17, 2015****1:30 P.M.**

President Quarterman called the Regular Meeting of the Detroit Library Commission to order at 1:35 p.m.

Present: President Quarterman, Commissioners Adams, Inniss-Edwards, Jackson

Commissioner Davis joined the meeting at 1:43 p.m.

Administrative Staff: Mondowney, Brown, Bruni, Call, Funchess, Moore, Norfolk, Powell, Simmons, D. Williams, T. Williams

Excused: Commissioner Thomas

Also Present: Cheryl Blessett, Lurine Carter, Enid Clark, Deborah Dorsey, Darnell Earley, Sean Everett, Sharon Luckerman, Mike McElgunn, Carolyn Mosley, Yvette Rice, Derek Suppon, Michael Wells, Jacqueline Williams and others

APPROVAL OF MEETING MINUTES

The minutes of the January 20, 2015 Regular Meeting were approved with any necessary corrections.

PUBLIC COMMENTS

There were no public comments.

Minutes were approved at the March 17, 2015 Detroit Library Commission Meeting

REPORT OF THE PRESIDENT

President Quarterman announced the following Commission Committee appointments for 2015:

ADMINISTRATION.....Victoria Inniss-Edwards, Chair
Jean-Vierre Adams
Herman Davis

AUDIT.....Herman Davis, Chair
Franklin Jackson

BOOKS & LITERACY VISIONING.....Franklin Jackson, Chair
Victoria Inniss-Edwards
Carole Quarterman

BUILDINGS.....Edward Thomas, Chair
Franklin Jackson

FINANCE.....Carole Quarterman, Chair
Edward Thomas
Herman Davis

LIAISON TO THE DPL FRIENDS.....Jean-Vierre Adams
FOUNDATION

FUND DEVELOPMENT.....TBA

Commissioner Inniss-Edwards read the following memorial resolution for Mr. Donald S. Vest:

Whereas, the life of Donald Seymour Vest, Sr., can be described as a “kaleidoscope of activity,” and he was a man with boundless enthusiasm for the City of Detroit, with a deep love of history and the arts, which guided his involvement in this community and, upon his death on January 17, 2015, left a rich legacy for his family and friends; and

Whereas, Mr. Vest, a dedicated supporter of the Detroit Public Library, joined the Board of Directors of the DPL Friends Foundation in 1992, and over the next 23 years, served four years as vice-president for membership, and as President of the Friends

Foundation Board in 1994-95 and 1996-1997; and was treasurer of the Library's successful 2004 millage committee; and

Whereas, because Mr. Vest recognized the significance of the E. Azalia Hackley Collection of African Americans in the Performing Arts, he embraced his role as a founding board member of Friends of the Hackley Collection; and

Whereas, in 1985 Mr. Vest and his wife, Hilda, purchased Broadside Press from its founder Dudley Randall, with the goal of continuing to publish the voices of African American poets; and

Whereas, Mr. Vest created the "Poets-In-Residence" program which, for ten years, placed poets in Detroit Public Library branches and other community institutions to expose people of all ages to the world of poetry and to help them discover their poetic voices; and

Whereas, in 2005 Broadside Press published *Poet in the House! The Poet-In-Residence Program: A Decade of Collaboration between Broadside Press and the Detroit Public Library*, a collection of the work of Broadside Press poets, as well as adults and children from our community; now, therefore, be it

Resolved that the Detroit Library Commission celebrates the life and legacy of Mr. Donald Seymour Vest, Sr., and expresses sincere appreciation for his longtime commitment to the Detroit Public Library and the Detroit Public Library Friends Foundation; and

Be it further resolved, that the Detroit Library Commission will convey this resolution to the family of Mr. Vest in recognition of his life and legacy.

Adopted by the Detroit Library Commission on February 17, 2015.

President Quarterman read the following testimonial resolution for former Commissioner Gregory Hicks:

Whereas, Gregory Hicks was appointed to the Detroit Library Commission in January 2010, and

Whereas, during his five years as Library commissioner, Mr. Hicks served as a member of several Commission committees including Audit, Books and Literacy, Finance, Administration, and Buildings and served as president of the Commission in 2014; and

Whereas, throughout his service he advocated for implementation of comprehensive checks and balances of the Library's finances particularly as a member and chair of the Finance Committee, and while Commission president; and

Whereas, Commissioner Hicks was the guiding force behind the initiative for the Detroit Public Library to execute an interlocal agreement with the City of Detroit Downtown Authority for the creation of a new downtown stadium and entertainment district that would divert, through tax captures, financial resources from the Library; and

Whereas, this interlocal agreement will result in considerable savings to the Library for the next 65 years and, as a result provide more financial resources for the delivery of library services; and

Whereas, his work has now positioned the Library to more closely monitor opportunities to pursue exemptions from future tax captures, which will provide more funds for Library services in the years ahead; and

Whereas, Commissioner Hicks helped negotiate issues related to the Library's pension and health care issues during the City of Detroit's bankruptcy proceedings; and

Whereas, Commissioner Hicks was actively involved in supporting the successful 2014 millage renewal campaign by engaging with local organizations and recruiting Election Day volunteers; now, therefore, be it

Resolved that the Detroit Library Commission, thanks Commissioner Hicks for his leadership, his service and dedication to the Detroit Public Library and the people of Detroit.

Adopted by the Detroit Library Commission on February 17, 2015.

President Quarterman acknowledged the Detroit Public Schools Emergency Manager, Mr. Darnell Earley, in the audience and invited him to share his comments.

Mr. Earley thanked President Quarterman and Mrs. Mondowney for meeting with him earlier in the month and providing information on some of the issues the Detroit Public Library is facing.

Mr. Earley stated that their discussion included filling the vacancy on the Detroit Library Commission. He said that any applicant that is interested should submit a resume and cover letter directly to him for review. He said an appointment will be made before the next Commission meeting on March 17, 2015.

Mr. Earley concluded stating that his goal was to become the last Detroit Public Schools Emergency Manager. He said he intends to be successful in turning the school district around and building a sustainable network.

REPORT OF THE EXECUTIVE DIRECTOR

Wayne County

Mrs. Mondowney reported that on January 29, 2015, DPL received a payment of \$119,840 for delinquent property taxes.

150 Years – Birthday Celebration

Celebrate! Mrs. Mondowney reported that's what the Detroit Public Library will do in 2015 as DPL mark its sesquicentennial this year. The Detroit Public Library is extremely proud of its 150-year legacy of serving the people of Detroit and beyond. March 25, 2015 is DPL's actual birthday and on that day, the staff will host an evening of fun and reflection at DPL's Main Library from 5 p.m. to 9 p.m. Please mark your calendars and plan to attend the festivities. However, not only is the Library marking this milestone, DPL is also celebrating the 100th anniversary of its Burton Historical Collection, the 75th anniversary of Bookmobile service and the 50th anniversary of the Junior Great books program. There will be events to mark these milestones along with a major event in the fall.

Douglass and Redford Branches

Mrs. Mondowney reported that the Douglass Technology Center @ Frederick Douglass Branch for Specialized Services will have a soft opening on February 23, 2015. An official grand opening and ribbon cutting ceremony will be held at 2 p.m., Thursday, February 26. The new center will feature more than 50 new computers, a computer training lab and free Wi-Fi access. Services will include free computer classes, individualized assistance for new computer users, and access to the Library's online tools. Work continues on the Redford Branch which will reopen in March.

Parkman Branch

Mrs. Mondowney reported that the Parkman Branch has received a donation of 13 Apple iPads for use in its literacy program. The iPads will be used by adult learners to access a software application that provides reading instruction. The donation is part of a pilot study to assess the efficacy of using iPads and the EBLI software to support adult learning. When the study period is completed in June, the iPads will remain with the Library and can be used in any way that supports the Library's literacy initiatives. The program is sponsored by the Charter One Foundation through Reading Works.

Sentencing of Hearn and Henley

Mrs. Mondowney reported that on January 27, 2015 in the U.S. District Court for the Eastern District of Michigan (Detroit), Judge George Carem Steeh sentenced two library ex-contractors convicted of engaging in kickback schemes with former Chief Administrative Officer Timothy Cromer. Ricardo Hearn and James Henley were each ordered to make restitution of \$750,000. Mr. Hearn was sentenced to 28 months in prison and Mr. Henley was sentenced to 27 months.

Comerica Java & Jazz

Mrs. Mondowney reported that DPL's Comerica Java & Jazz series begins its 15th season at 6 p.m. on March 17. The evening will feature Straight Ahead, the all-female jazz group that is widely recognized for their eclectic and soulful approach to creating music. DPL thanks Comerica Bank for their longtime support for this program, which always attracts an enthusiastic and appreciative audience.

Friends Foundation

Mrs. Mondowney reported that the Detroit Public Library is pleased to welcome the new Executive Director of the Detroit Public Library Friends Foundation, Ms. Sharon Luckerman. Ms. Luckerman is an award-winning writer with extensive experience as a Fund Development professional. She served successfully as the first Development Director of the Heidelberg Project and was a Major Gifts Officer at Wayne State University School of Business Administration. Ms. Luckerman believes that education is key to the city's success and that the Library plays an important role in the revitalization of Detroit and the region.

NOTED

Ms. Luckerman thanked the staff and said it was an honor and a privilege to work for the Detroit Public Library and the Friends Foundation. She invited staff to visit her office with any suggestions or ideas on more ways of connecting DPL with the community.

COMMITTEE ON ADMINISTRATION

Approval of the Human Resources Report

The Human Resources Department Report provides information regarding personnel actions taken from January 1, 2015 – January 31, 2015. These actions have been approved by Administration.

Minutes were approved at the March 17, 2015 Detroit Library Commission Meeting

APPOINTMENTS (2)

Employee Name	Title	Hire date
Taneca Chapman-Mills*	Librarian II	01/12/2015
Amisha Harijan*	Librarian II	01/12/2015

*Recalled from Reduction in Workforce

RETIREMENTS (2)

Employee Name	Last Day Worked	Retirement Date
Trudy Jones	12/17/2014	01/02/2015
Veronica Obianwu	12/27/2014	01/16/2015

SICK LEAVE PAYOUTS (1)

Dori Middleton, Librarian III-- \$3,185.54

POTENTIAL RETIREMENTS (0)

Employee Name	Last Day Worked	Retirement Date

SEPARATIONS (3)

Employee Name	Last Day Worked	
Jefferson Beckles	1/24/2015	
Ebony Fazekas*	12/04/2014	
Juanita Johnson	01/29/2015	

*Separation not reported in January because Human Resources was notified January 15, 2015.

EMPLOYEE HEADCOUNT

Headcount – January 2015	Headcount – January 2014
339 Active Employees	333 Employees

Approval is requested to accept the Human Resources Report as presented.

COMMISSION ACTION

Commissioner Inniss-Edwards moved to approve the Human Resources report. Commissioner Davis supported. The motion passed unanimously.

COMMITTEE ON FINANCE

Approval of the Routine Report on Finance

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

<u>Summary of Expenditures</u>			
<u>PUBLIC FUNDS</u>			
<u>PAYMENTS PROCESSED BY THE CITY OF DETROIT</u>			
1	Total Payroll		\$1,442,575.72
2	Total For Vouchers – Processed on DRMS Vouchers 335 – 428		\$496,408.18
3	Benefits Plan		\$0.00
4	General Retirement System		\$0.00
5	Central Staffing Services	Voucher	\$0.00
		Total Processed by City of Detroit	<u>\$1,938,983.90</u>
<u>PAYMENTS PROCESSED BY DPL</u>			
1.	Public Funds/Comerica Checking	Checks None	\$0.00
2.	Branch & Main Library Deposit Checking Account	Checks 3445 - 3469	\$41,073.00
3.	Professional Service Contracts	None	\$0.00
		Total Processed by DPL	<u>\$41,073.00</u>
GRAND TOTAL			<u>\$1,980,056.90</u>

<u>Summary of Expenditures</u>			
<u>RESTRICTED/DESIGNATED FUNDS</u>			
1	Burton Endowment Checking	Checks 8269	\$335.00
2	O'Brien Checking	Checks 4395 - 4396	\$2,799.34
3	Programs & Gifts	Checks 1929 - 1934	<u>\$923.92</u>
GRAND TOTAL			<u>\$4,058.26</u>

<u>CREDIT CARD EXPENDITURES</u>	
Executive Director	\$345.77
Executive Director's Office – used for general office purpose	\$0.00
Human Resources Department	\$106.99
Marketing Department	\$1,901.83
Technical Services	\$68.00
Facilities Department	\$279.97
Branch Services	<u>\$121.78</u>
GRAND TOTAL	<u>\$2,824.34</u>
Note: These are November 2014 Credit Card Purchases	

Minutes were approved at the March 17, 2015 Detroit Library Commission Meeting

COMMISSION ACTION

Commissioner Davis moved to approve the finance report. Commissioner Inniss-Edwards supported. The motion passed unanimously.

The meeting was adjourned at 2:15 p.m.