

**DETROIT LIBRARY COMMISSION PROCEEDINGS****REGULAR MEETING****DECEMBER 15, 2015**

President Quarterman called the Regular Meeting of the Detroit Library Commission to order at 1:46 p.m.

Present: President Quarterman, Commissioners Davis, Jackson, Thomas. Commissioner Adams joined the meeting at 2:08 p.m.

Administrative Staff: Mondowney, Brown, Bruni, Call, Funchess, Johnson, Moore, Norfolk, Powell, Simmons, Williams

Excused: Commissioners Inniss-Edwards, Merritt

Present Also: Janet Batchelder, Cheryl Blessett, Lurine Carter, Enid Clark, Barbara Cohn, Deborah Dorsey, Sean Everett, Mike McElgunn, Carolyn Mosley, David Rambeau, Yvette Rice, Laurie Stuart, Jacqueline Williams

**APPROVAL OF MEETING MINUTES**

The minutes of the Regular Meeting of November 17, 2015 and the Special Meeting Minutes of December 1, 2015 were approved with any necessary corrections.

**PUBLIC COMMENTS**

**David Rambeau** – Expressed his concerns regarding the reinstatement of library services for banned customer Jiam Desjardins. Mr. Desjardins was banned from the library for legal reasons.

Minutes were approved at the January 19, 2016 Commission Meeting

Mr. Rambeau also expressed his concerns regarding the noise level in the library including customers and staff. He suggested that staff hold conversations away from their workstations. He said that the workplace should not be a social gathering.

Mr. Rambeau stated that he would like to be appointed to the Commission. Commissioner Davis explained to him that the appointments were made by the Detroit Public Schools Emergency Manager Darnell Earley.

### **REPORT OF THE PRESIDENT**

President Quarterman wished everyone a joyous and peaceful holiday. She thanked the Commissioners and Mrs. Mondowney for responding to her request to submit individual short-term vision statements. She said she hoped that the Commissioners who have not submitted their statements would have the time to do so.

President Quarterman also suggested having another Commission Retreat in February 2016 to develop a work plan for the Commission's Strategic Plan.

### **REPORT OF THE EXECUTIVE DIRECTOR**

#### **Noel Night**

Mrs. Mondowney reported that Main Library was a hub of activity for the 43<sup>rd</sup> annual Noel Night on December 5, 2015, when nearly every inch of available space was utilized to accommodate over 15,000 visitors. The evening included art exhibits, face painting, arts and crafts, visits from Super Grover, Ronald McDonald, and Santa Claus, an open house for the Hackley Collection, the Friends Foundation's used book sale, performances by the DPL Choir, and the always popular "Holiday Dance Party." Library visitors enjoyed live performances by three groups: the Marvin Jones Trio, PanaMo, and Maurice Davis, "king of the party blues." She thanked the many volunteers and staff including the Marketing Department, especially Tracey Wyatt, as well as DPL's ABM maintenance team. By all accounts this was the largest number of visitors in the history of Noel Night.

#### **Ideas Box**

Mrs. Mondowney reported that Main Library hosted "Ideas Box," a portable media center and digital classroom, for a press conference on December 1, 2015. "Ideas Box," sponsored by Libraries Without Borders, fits on two pallets and can be installed in less than 20 minutes.

It included tablets, laptops, e-readers, customized furniture, along with books, board games, and art and crafts materials. Hundreds of children explored the “Ideas Box” on Noel Night.

### **Goodfellows Dolls**

Mrs. Mondowney reported that DPL staff dressed 98 dolls this year for the Goodfellows organization. DPL appreciates the efforts of Terri Tower Thomson, manager of the Edison Branch, who coordinates this project annually and thanked the staff who provided the most stunning and creative doll outfits.

### **Fox-2 Holiday Connection**

Mrs. Mondowney reported that the Fox2 Holiday Connection crew, featuring Sherry Margolis, visited DPL in November and recorded a segment showcasing Mark Bowden, Special Collections Coordinator, who talked about the Burton Collection and the Ernie Harwell Collection. She was interviewed about the Library’s 150<sup>th</sup> anniversary and Rochelle Riley was interviewed about her work with literacy. The segment aired November 26 and 29 and will re-air on December 24 at 2 am, December 25 at 5 am, 11:30 am, and 6 pm.

### **Visit to Taubman Health Sciences Library**

Mrs. Mondowney reported that on December 7, 2015, DPL’s administrative team visited the University Of Michigan’s Taubman Health Sciences Library, which reopened this summer after undergoing an 18-month, \$55 million renovation and expansion.

After the 500,000 book collection was moved to off-site storage, the building was transformed into an all-digital, light-filled learning space for future health care professionals. She thanked Nancy Allee, Deputy Director, for an informative presentation, a most patient q & a, and a great tour of the facility.

### **Focus Group Participation**

Mrs. Mondowney reported that on November 12, 2015, several DPL staff members participated in a focus group discussion on how public libraries interact with homeless people. Dr. Mark Giesler, an associate professor in the Department of Social Work at Saginaw Valley State University, is conducting a statewide study on the impact of homelessness on public libraries. In a thank you note following his visit he noted of DPL staff, “I was impressed by their level of compassionate commitment to the homeless patrons of DPL. It said a lot about who you are as an institution.” Thank you to DPL staff who participated: Talisha Williams, Derek Suppon, Stacy Brooks, Kelley Glancy, Ron Bryant, Laurie Stuart and Karen Johnson.

### **Children's Library Expands Early Literacy Program**

Mrs. Mondowney reported that special literacy programming for young children is now being offered in the Main Library's Children's Library on most weekday mornings. Each day's event is targeted at a different age group, including babies, toddlers or preschoolers, and features stories, music and crafts to spark a child's creativity and imagination.

### **DPL "Brands" its Early Literacy Programs**

Mrs. Mondowney reported that DPL has launched a campaign to "brand" its pre-school activities under the umbrella of "Once Upon a Time and More." The campaign will feature a new logo and coordinated marketing of all of DPL's early literacy activities.

### **Detroit Little Libraries**

Mrs. Mondowney reported that Children's Library is hosting a delightful exhibit of little library originals, curated by Detroit Little Libraries, a grassroots group that has been raising funds and installing small, hand-built boxes that contain books which are freely borrowed and shared. Since September 2014, this grassroots group has installed 100 Little Free Libraries in and around Detroit.

### **Wayne County**

Mrs. Mondowney reported that on November 16, 2015 DPL received a payment of \$56,409 from Wayne County for delinquent property taxes.

## **COMMITTEE ON ADMINISTRATION**

### **Approval of the Human Resources Report**

Commissioner Jackson reported that the Human Resources Department Report provides information regarding personnel actions taken from November 1, 2015 through November 30, 2015. These actions have been approved by Administration.

### **APPOINTMENTS (0)**

### **RETIREMENTS (0)**

### **SICK LEAVE PAYOUTS (0)**

Minutes were approved at the January 19, 2016 Commission Meeting

**POTENTIAL RETIREMENTS (4)**

<b>Employee Name</b>	<b>Last Day Worked</b>	<b>Retirement Date</b>
Edward Solomon	December 1, 2015	December 2, 2015
Kelly Miller	December 18, 2015	December 19, 2015
Kathleen Yasenchak	December 4, 2015	December 5, 2015
Kevin B Sullivan	February 13, 2015	December 5, 2015

**SEPARATIONS (1)**

<b>Employee Name</b>	<b>Title</b>	<b>Last Day Worked</b>
Alice Robinson	Customer Support Representative	November 4, 2015

**EMPLOYEE HEADCOUNT**

Headcount – November 2015	
334 Budgeted Positions	
292 Active Employees	
42 Vacant Positions	

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

**NOTED**

Commissioner Thomas asked about the potential retirements category. Ms. Trinee Moore, Human Resources Director, explained that category contained potential retirees that could change their mind about retiring. The category was not new and had been on the previous Human Resources Reports.

**COMMISSION ACTION**

Commission Jackson moved approval of the Human Resources Report. Commissioner Thomas supported. The motion carried unanimously.

Minutes were approved at the January 19, 2016 Commission Meeting



<b>GRAND TOTAL</b>	<b><u>\$7,640.29</u></b>
--------------------	--------------------------

**Note: These are October 2015 Credit Card Purchases**

### **COMMISSION ACTION**

Commissioner Davis moved approval of the routine report on finance as presented. Commissioner Thomas supported. The motion passed unanimously.

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