

Dearborn Heights Library Advisory Board
Minutes of the General Membership Meeting
March 12, 2009

Vice Chairwoman Emmy Peck called the meeting to order at 7:39 PM at the John F. Kennedy Jr. Library.

Present: Chairman Tim Powers, Vice Chairwoman Emmy Peck, Secretary John Zadikian, Eulalia Colon, City Council Liaison Janet Badalow.

Absent: Sherry Kosko.

Also present: Library Director Michael McCaffery, JFK Library Supervising Librarian Michael Wrona.

Motion by Ms. Colon, supported by Mr. Zadikian, to approve the January 8, 2009, minutes as presented. Motion carried.

Mrs. Peck asked if the Tax Increment Finance Authority has money for the planned changes at JFK, and if the previous architect is involved. Mr. McCaffery said a feasibility study is in the works.

Mrs. Peck asked about the status of the reference desk at JFK. Mr. Wrona said the desk and other items have been submitted in a proposal to TIFA Director Carmine Oliverio.

Communications:

Communications from Mr. McCaffery included items on the Black History Month program and an article on the Friends of the Library book sale.

Report of the Library Director:

Mr. McCaffery offered the following updates/occurrences, all of which prompted a general discussion among those present:

– The Friends' book sale raised \$2,236.36. The first day total was more than the entire two-day total from the 2008 sale. Mrs. Peck said a multimedia promotional campaign helped boost attendance. Extra books were donated to Purple Heart. A second sale may be held in September.

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Report of the Library Director (continued):

- Gaming nights at both libraries are increasing in popularity. Additional adult and kids nights with the Wii Fit and other items are possible.
- Benches are soon to be installed at Caroline.
- Furniture refinishing continues with a table the latest item completed.
- The new newsletter is out and everyone is pleased with the way it looks. It is possible it will be mailed to homes in the future.
- The new website was demonstrated with a special focus on the history page, the calendar and the links page. Future additions include city maps and street guides.
- Light fixtures are being tested and are generally working as intended. Any problems are able to be addressed quickly.
- Security system/item tagging is underway at Caroline and starting at JFK.
- A failing copier is to be replaced. The city's bidder may provide a new machine to the library.
- A 5 MB fiber optic line is on order with AT&T.
- The main prerecorded telephone greeting works at Caroline, with hopes to fully implement a complete menu of recordings at both libraries.
- A new security guard has been hired at Caroline.
- 2G of new RAM are being added to all computers, paid for mainly by TLN credits.
- Laptops are being modified to make them more user friendly.
- A lock has been added to the bathroom at Caroline to prevent problems.
- Applications are possible for stimulus grants for broadband improvements, green items and other products.
- There is the hope that a summer student will be brought on board to help scan and organize archival items.
- A computer filter change is being investigated for cyber safety improvements.
- Four new Acer laptops are in use at JFK
- The sequence of public address announcements at Caroline have changed to allow for a smoother closing time and patron exit at the facility.
- State funding for TLN will remain constant for next year.
- TIFA has paid for the new bookshelf and display cabinet at JFK.
- Para-pro training day is April 13. Staff reviews will be performed around that

date.

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Report of the Library Director (continued):

- Ms. Badalow said Wade-Trim is doing a feasibility study on parking at JFK and they need input.
- The libraries' budget process for next year is underway. The city is expected to lose \$1.3M in funding.
- 3Q statistics for circulation, computer use and meeting room use indicated strong across-the-board gains.

Motion by Mr. Powers, supported by Ms. Colon, to adjourn the meeting at 8:52 PM. Motion carried. Our next meeting is on Thursday, May 14, at 7:30 PM at Caroline Kennedy Library.

Respectfully submitted,

John Zadikian

Recording Secretary