

Dearborn Heights Library Advisory Board
Minutes of the General Membership Meeting
November 13, 2008

Chairman Tim Powers called the meeting to order at 7:42 PM at the John F. Kennedy Jr. Library.

Present: Chairman Tim Powers, Vice Chairwoman Emmy Peck, Secretary John Zadikian, Eulalia Colon, Sherry Kosko.

Absent: No one.

Also present: City Council Liaison Janet Badalow, Library Director Michael McCaffery, and JFK Supervising Librarian Michael Wrona.

Motion by Mrs. Peck, supported by Mrs. Kosko, to approve the September 11, 2008, minutes as presented. Motion carried.

Communications:

From Mr. McCaffery, a note from Crestwood High School thanking the libraries for local historical information, at least some of which was provided by the Press & Guide Newspapers.

From Mr. McCaffery, a certificate of appreciation from Mrs. Krupa's class at Kinloch Elementary School thanking Mr. McCaffery for participating as a celebrity reader at the school's National Young Readers Day event.

From Jim Moir, a letter from the Michigan Humanities Council announcing a \$190 grant for students to participate in Adventures in Wildlife Art at the Ella Sharp Museum of History and Art in Jackson.

From Mr. McCaffery, a flyer announcing a telephone Q&A session with Patricia Wood, author of "Lottery," the Book Discussion Group's February title.

From Mr. McCaffery, a collection of pictures from the libraries' Halloween, Eid and costume parties, and the art fair.

Report of the Library Director:

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

- * Attendance for the Health Fair was down compared to 2007 because the event was held on a Saturday, which a low-use day for the library
- * The recent Fencing Program drew 15 to 20 participants, mostly from the Teen Advisory Board
- * The recent MWCH Art Fair went very well
- * Victoria Turk and Lynn Skazalski are new part-time librarians
- * The new security guard at Caroline started within the last two weeks. There was a general discussion on his duties, the severity of incidents handled, and the staff's reception of him
- * The reference shelf has been moved to the teen area at Caroline
- * The Friends of the Library recently donated two Wii units. Outdoor benches, worth approximately \$1,600.00, will soon be ordered
- * The exit-only configuration of the George Street door is working well
- * Regarding maintenance issues, the boiler and air conditioning units are working, and there are no major light ballast issues
- * Telephone service at both facilities is erratic as service keeps dropping. Apparently, this is a citywide problem, as Ms. Badalow said more lines have been purchased for other city departments
- * Recycling bins for paper, bottles, books and other items have been obtained and put into service by NPR Recycling
- * Recently-purchased laptops are getting a lot of use
- * Improvements are being made to the newsletter, including adding more pages and improving the print quality
- * The staff wish list is highlighted by the need for a computer technician
- * The libraries' activity calendar is being converted to the city's calendar system
- * Wall art for Caroline will be ready to be displayed soon
- * There are renovation proposals for John F. Kennedy Jr. that have been given to the TIFA board. The proposed work includes: upgrades to the reference and circulation areas; a parking addition; a northwest room addition; and a memorial plaque area
- * A self-checkout system remains under investigation
- * The current patio furniture needs to be refurbished. Mrs. Peck supported an idea to move some of the pieces indoors
- * Future adult reading times will be simultaneous with the kids' reading times
- * A 1Q statistics analysis finds continued strong growth in the three major areas (circulation, computer use and program room use)

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Mrs. Peck mentioned the continued need for empty copy paper-type boxes for the Friends of the Library's storage needs. Tentatively, the group's book sale is scheduled for March 5th through 7th, with a second one temporarily scheduled for sometime in September.

Motion by Mrs. Kosko, supported by Mrs. Peck, to adjourn the meeting at 9:08 PM. Motion carried. Our next meeting is on Thursday, January 8, 2009, at 7:30 PM at Caroline Kennedy Library.

Respectfully submitted,

John Zadikian

Recording Secretary