

**DETROIT LIBRARY COMMISSION PROCEEDINGS
REGULAR MEETING
NOVEMBER 19, 2024**

NOTED

The meeting was held in Main Library's Galleria. The meeting was also available for virtual viewing.

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

A roll call attendance was taken with the following results:

- | | |
|-------------------|---------|
| ➤ Bounds | Present |
| ➤ Frierson-Haynes | Present |
| ➤ Hicks | Present |
| ➤ Short | Present |

Excused: Commissioners Adams, Hayden Friley, Peterson-Mayberry

Administrative Staff: Mondowney, Brown, Bruni, Dale, Funchess, Korenowsky, Norfolk, Peele, Powell, Simon, Simmons, Williams

Present Also: Hyden Al-najar, Adam Barrett, Gail Beasley, Russ Bellant, Brandon Bingham, Stacy Brooks, Enid Clark, Angela Newby-Clora, Angela Cope, India Davis, Deborah Dorsey, Katie Dowgiewicz, Cynthia Eagan, Sean Everett, Ethel Franklin, Ken Gabriel, M. Garcia, Karen Garrette, Elena Herrada, D'Andre Herron, Chalonie Hoelscher, DeAidre Jones, C. Kent, Mary Kordyban, Enriqueta Kozakowski, Michelle Leppek, Torria Love, Tina Manley, Tracy Massey, Vernadette McAllister, Carolyn Mosley, Tasleema Muntaqim, Gwendolyn Peoples, Yvette Rice, Shakir Smith, Cully Sommers, Megan Summers, Brian Vance, Dawanna Veasley, Mattie Wiggins, Jacqueline Williams, Cheryl Wright, Tracey Wyatt

APPROVAL OF THE DETROIT LIBRARY COMMISSION MEETING AGENDA

COMMISSION ACTION

Commissioner Frierson-Haynes moved approval of the Detroit Library Commission's agenda. Commissioner Hicks supported with the following amendment:

- The Bylaws agenda item should be tabled until the chair of the committee is present.

A roll call vote with the following results:

- | | |
|-------------------|-----|
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ Hicks | Yes |
| ➤ Short | Yes |

The agenda was approved with the amendment.

APPROVAL OF THE MEETING MINUTES

COMMISSION ACTION

Commissioner Hicks moved approval of the October 15, 2024 meeting minutes. Commissioner Bounds supported.

A roll call vote with the following results:

- | | |
|-------------------|-----|
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ Hicks | Yes |
| ➤ Short | Yes |

The minutes were approved as presented.

PUBLIC COMMENTS

Michelle Leppek – Expressed concerns about the Library Branches needing building upgrades. She encouraged the Commission to prioritize reopening the closed Libraries. She also inquired about how to become a more effective Library supporter.

President Short stated that she would receive a response from the Executive Director.

Elena Herrada – Expressed her concerns about making the Libraries more relevant. She also expressed her concerns about the time limit for public comments.

Russ Bellant – He asked about the \$2,000,000 that the Detroit City Council approved for renovations to the Monteith Branch Library. He also expressed concerns about the administrative fees taken by the City of Detroit with no documentation as to why the funds are being collected.

Gail Beasly – Expressed her concerns about the reopening of the Monteith Branch Library. She said that it is viable and needed in the community.

Gwendolyn Peoples – Expressed her concerns about the reopening of the Monteith Branch Library. She said that is viable to the community and she would like to see the roof repaired with the funds the Detroit City Council approved for renovations.

REPORT OF THE DIRECTOR

50th Annual Noel Night – 2024

Mrs. Mondowney reported that on Saturday, December 7, 2024, Main Library will celebrate the 50th Annual Noel Night from 3 – 6 p.m. During the afternoon, Santa and Mrs. Claus and The Grinch will be available for visits and photos, there will be face painting, and holiday make-and-takes. The opening reception of “The Color of Sci-Fi” exhibition will be held in the Galleria. Two special programs will highlight the afternoon: a performance of the Renaissance High School Symphony Orchestra at 4:45 p.m., in the Clara Stanton Jones Friends Auditorium, and a youth stage performance of “The Rainbow Fish” musical by the Dream Art Company at 4:45 p.m., in the Old Fine Arts Room.

Sunday Tours of Main Library

Mrs. Mondowney reported that in October, Main Library staff began offering an “Art and Architecture Tour” of this iconic building. The one-hour tour provides an opportunity for the public to learn about the building’s murals, mosaics, ornate ceilings and painted glass windows. A free tour will be offered on Sunday, December 15 at 1:30 p.m. Advanced registration is required at the Library’s website, detroitpubliclibrary.org.

Minutes were approved at the December 17, 2024 Commission Meeting

Community Grant Writing Program

Mrs. Mondowney reported that on October 8, 2024, the Franklin Branch offered “Grant Writing 101,” presented by local grant writer Colleen McLellan. The hybrid program included 14 people who attended in person, and 26 who participated via Zoom. The attendees represented museums, small businesses and a church-affiliated non-profit. The program was well received. The branch is working to expand its community and economic development programming.

Goal Line – Afterschool Program

Mrs. Mondowney reported that in October, the Detroit Public Library began a partnership with *Goal Line*, an afterschool program. *Goal Line* works with designated Detroit schools to provide academic enrichment and social and emotional support to students in the program. The program is offered at the Edison, Hubbard, Sherwood Forest, Parkman and Redford branches.

Jump Start – City of Detroit Program

Mrs. Mondowney reported that the Detroit Public Library entered a partnership with the City of Detroit's *Jump Start* program this past summer. *Jump Start* is a first of its kind adult basic education, workforce training and supportive services strategy for those who have been out of work/training for 6 months or more. We have been offering a wide range of classes including computer literacy, Microsoft Word, internet training, resume writing, and employment assistance. *Jump Start* students have been participating in these classes offered at Main Library and the Bowen, Campbell, Douglass, Duffield, Elmwood Park, Franklin, Hubbard and Sherwood Forest branches.

State of Michigan: LSTA Grant

Mrs. Mondowney reported that in August 2023, DPL received a \$25,000 Library Services and Technology Act (LSTA) grant, “Access to Technology,” to support the expansion of our laptops and hotspots to-go service. The grant was used to purchase 37 laptops and 37 hotspots to meet the technology needs of DPL customers through the circulating collection. In September and October, DPL received two reimbursements from the State of Michigan for the grant. On September 13, 2024, DPL received a \$300 stipend reimbursement, and on October 10, 2024, we received a \$12,926 grant reimbursement. These reimbursements closed out this grant project.

Wayne County – Penal Fines

Mrs. Mondowney reported that on October 16, 2024, we received our FY2024 Penal Fines payment from Wayne County in the amount of \$568,808.79.

DISCUSSION

Commissioner Hicks asked about the evaluations and results of the various DPL partnerships.

Mrs. Mondowney replied that updates and results are always given on partnerships and provided to the Commission in the Executive Director's report.

Commissioner Hicks suggested a chart that lists DPL's partnerships be placed on DPL's website.

COMMITTEE ON ADMINISTRATION

Approval of the Routine Human Resources Report

This item was tabled until the December 17, 2024 Commission meeting due to clerical errors and the format of the report.

COMMITTEE ON BUILDINGS

Committee on Buildings

Approval to Contract with Hutch Paving, Inc. for Asphalt Parking Lot Paving at the Main Library

The east parking lot at the Main Library is in poor condition with multiple potholes and crumbling areas. This deterioration presents a considerable tripping hazard, posing a safety risk to both DPL employees and visitors. Addressing these issues promptly is crucial to maintaining a safe and accessible environment for everyone.

An Invitation for Bid (IFB) was advertised and posted on the Michigan Inter-Governmental Trade Network (MITN) website, www.bidnetdirect.com. The solicitation period was from September 25, 2024 until bid closing at 2:00 p.m. on October 11, 2024, at which time the bid documents were no longer available for download. The IFB was downloaded from the MITN website by thirty-eight (38) firms. Four (4) companies submitted a bid for the services.

Organization Name	Bid Amount	Bid Rank
Hutch Paving, Inc. 3000 E. 10 Mile Rd. Warren, Michigan 48091	\$54,014.80	1
Asphalt Specialist, Inc. 1780 E. Highwood Pontiac, Michigan 48340	\$54,600.00	2
Titan Pavement 6460 Williams Lake Rd. Waterford, Michigan 48329	\$63,578.00	3
Nagle Paving 39525 W. 13 Mile. Novi, Michigan 48377	\$64,890.00	4

The Detroit Library Committee on Buildings recommends that the Detroit Library Commission authorize the Finance and Business Office to enter into a contract with Hutch Paving, Incorporated for asphalt paving of the east parking lot at the Main Library. Hutch Paving has been identified as the lowest qualified bidder. The contract amount will not exceed \$54,014.80.

COMMISSION ACTION

Commissioner Hicks moved approval to contract with Hutch Paving, Inc. for asphalt parking lot paving at the Main Library. Commissioner Bounds supported.

A roll call vote with the following results:

- Bounds Yes
- Frierson-Haynes Yes
- Hicks Yes
- Short Yes

The motion passed unanimously.

Approval for Installation of Windows and Grates at Sherwood Forest Branch Library

The original windows and concrete casings at the Sherwood Forest Branch Library are over 73-years old. They have deteriorated beyond maintenance and repair.

An Invitation for Bid (IFB-TL-2138) was advertised and posted on the Michigan Inter-Governmental Trade Network (MITN) website, www.bidnetdirect.com, from May 28, 2024, until the bid closing at 2:00 p.m. on June 28, 2024. The IFB was advertised on the Michigan Chronicle Newspaper's website and in its printed editorial. It was also shared across all Detroit Public Library social media platforms (Twitter, Instagram, and Facebook) and the DPL website. The solicitation was downloaded by fifteen (15) companies from the MITN website, four (4) vendors attended the mandatory walkthrough and three (3) companies submitted a bid.

The bid results are as follows:

Supplier	Location	Bid Amount
C & S Construction General Contractors	Lincoln Park, MI	\$ 240,430
DMC Consultants, Inc.	Detroit, MI	\$ 259,275
Rocket Exteriors	Livonia, MI	\$ 330,800

The Detroit Library Committee on Buildings recommends that the Detroit Library Commission authorize the Finance and Business Office to enter into a contract with C & S. Construction General Contractors to install windows and grates at the Sherwood Forest Branch Library. C & S Construction General Contractors has been identified as the lowest qualified bidder. The contract amount will not exceed \$240,430.

COMMISSION ACTION

Commissioner Hicks moved approval for installation of windows and grates at Sherwood Forest Branch Library. Commissioner Frierson-Haynes supported.

A roll call vote with the following results:

- Bounds Yes
- Frierson-Haynes Yes
- Hicks Yes
- Short Yes

The motion passed unanimously.

NOTED

Commissioner Hicks asked for updates on the Parkman Branch Library and the Skillman Branch Library.

Minutes were approved at the December 17, 2024 Commission Meeting

Mr. Cledos Powell, Asst. Director for Facilities, gave the following update:

PARKMAN BRANCH LIBRARY

The project is being re-bided in January 2025 because the Parkman Branch Library is considered to be a historic structure and the Detroit Historic District Commission determined that the porch must be repaired back to its original status. The previous contractor was unable to complete this project with those specifications.

SKILLMAN BRANCH LIBRARY

Mr. Antonio Brown, Chief Financial Officer, gave the following update:

DPL is in preliminary discussions with the City of Detroit and the Detroit Economic Growth Corporation about a possible reimbursement grant roughly in the amount of \$3,000,000, to do some renovations to the Skillman Branch. The renovations could include a new roof, new HVAC system and front entrance repair. However, to date, no documents have been received in writing.

Commissioner Hicks also noted that some damage was done to the Skillman Branch Library as a result of the construction of the Hudson Skyscraper and an insurance claim was filed on behalf of the Library.

Mrs. Mondowney said that allegedly the day the heavy cranes were moved in to begin the construction, the weight of the cranes apparently shook the Skillman Branch Library resulting in the water sprinklers being set off. When DPL staff inquired about the incident at the meeting with the Bedrock Company, who was in charge of the project, they were told that was not the case. The staff at Skillman apparently heard the equipment arrive followed by a loud boom and then the water sprinklers were set off.

Mrs. Mondowney said that when she met with the Bedrock Company, she indicated that they had put a monitor on the People Mover to determine the impact of the construction but they did nothing for the Library. A claim was filed with DPL's insurance company regarding the damage at Skillman Branch and they paid the claim but apparently did not pursue the matter with Bedrock.

COMMITTEE ON FINANCE

Approval of the Routine Report on Finance

This item was tabled until the chair of the committee is present.

NOTED

Commissioner Frierson Haynes asked if more Technology Training classes could be held in the evenings or the weekends.

Ms. Margaret Bruni, Director of Public Services, said that was a great suggestion and it would be investigated.

APPROVAL TO ADJOURN

Commissioner Hicks moved approval to adjourn. Commissioner Bounds supported.

A roll call vote with the following results:

- | | |
|-------------------|-----|
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ Hicks | Yes |
| ➤ Short | Yes |

The meeting was adjourned at 2:42 p.m.