

**DETROIT LIBRARY COMMISSION PROCEEDINGS
REGULAR MEETING
MARCH 17, 2026**

The meeting was held in Main Library's Galleria. The meeting was also available via Zoom.

President Hicks called the Regular Meeting of the Detroit Library Commission to order at 1:34 p.m.

Roll call attendance:

- | | |
|-------------------|---------|
| ➤ Bounds | Present |
| ➤ Frierson-Haynes | Present |
| ➤ Williams | Present |
| ➤ President Hicks | Present |

Excused: Commissioners Adams, McClendon, Milton

Administrative Staff: Mondowney, Brown, Bruni, Dale, Funchess, Norfolk, Peele, Powell, Simmons, Tarleton

Present Also: Hyden Al-najar, Janet Batchelder, Vickie Baker, India Davis, Deborah Dorsey, Debra's New Phone, J. Dietlin, Katie Dowgiewicz, Ethel Franklin, M. Garcia, Tyrand Goodwin, DeAidre Jones, Frank Kijoga, Enriqueta Kozakowski, Joyce Krom, Karen Lemmons, Annette Lotharp, Torria Love, Tina Manley, Vernadette McAllister, Carolyn Mosley, Angela Newby-Clora, Marcia Rice, Yvette Rice, Jameka Robison, James Scott Jr., Cully Sommers, Ted Tansley, Brian Vance, Jackie Williams, Tarissa Williams, Mattie Wiggins, Cheryl Wright

APPROVAL OF THE DETROIT LIBRARY COMMISSION MEETING AGENDA

COMMISSION ACTION

Commissioner Bounds moved approval of the agenda. Commissioner Williams supported.

Minutes were approved at the April 21, 2026 Commission Meeting

Roll call:

- Bounds Yes
- Frierson-Haynes Yes
- Williams Yes
- President Hicks Yes

The agenda was approved as presented.

APPROVAL OF THE REGULAR MEETING MINUTES OF FEBRUARY 17, 2026

COMMISSION ACTION

Commissioner Bounds moved approval of the meeting minutes. Commissioner Frierson-Haynes supported.

Roll call:

- Bounds Yes
- Frierson-Haynes Yes
- Williams Yes
- President Hicks Yes

The meeting minutes were approved with any necessary corrections.

PUBLIC COMMENTS

Erin Dwyer (Submitted her comment via email) –She would like the Commission to consider having evening meetings.

President Hicks announced that hosting 2 evening meetings were approved in the newly revised Detroit Library Commission Rules and Regulations. The Commission will host two evening meetings in June and September at 6:00 p.m. The date and location will be forthcoming.

REPORT OF THE PRESIDENT

President Hicks asked the board members to complete the Related Party Questionnaire that was provided by DPL’s auditors and return to Ms. Rice, Executive Assistant, to submit back to the auditors.

Minutes were approved at the April 21, 2026 Commission Meeting

President Hicks announced the dates of the rescheduled online Library of Michigan training sessions for library board members:

- Trustee 101.....July 13, 2026
- Trustee 102.....July 20, 2026

He encouraged the Commission to register to attend these sessions.

President Hicks said that a concerning email was sent to all of the Commissioners that raised questions. He said that as a first obligation, he would forward the email to the Executive Director to address.

President Hicks discussed the Commission desire to replace paper documents and use a tablet or a laptop for future Commission meetings. He expressed that he likes paper. He asked Mr. Rudy Dale, Assistant Director for Information Systems for a brief description.

Mr. Dale explained that the laptop is a computer within itself and a tablet is similar to a cellphone. The functionality is about the same, however, the laptop can be more secured. He said that the tablets also have cellular phone capabilities and costs about \$29.00 per month to operate.

President Hicks asked the Commission their preference:

- Commissioner Bounds.....Will use own laptop
- Commissioner Frierson-Haynes.....Library laptop with writing capabilities
- Commissioner Williams.....Library laptop
- President Hicks.....Will use own laptop

President Hicks asked Ms. Rice to poll the remaining Commissioners on their device preference and provide the results to the Commission to make a final decision.

President Hicks asked Commissioner Frierson-Haynes, Chair, Committee on Administration, to give a report regarding the process for the Executive Director's evaluation.

Commissioner Frierson-Haynes discussed the time line for the Executive Director's mid-year evaluation process, which will be conducted electronically from March 25, 2026 through April 8, 2026. All evaluations are to be submitted electronically to the Human Resources Director. Commissioners will have until 11:59 p.m. on April 8, 2026 to complete and submit their evaluations.

The Executive Director will also complete and submit a self-evaluation by 11:59 p.m. on April 8, 2026. The Human Resources Director will then collate and summarize the evaluation data from April 9, 2026 – April 19, 2026.

Minutes were approved at the April 21, 2026 Commission Meeting

The evaluation data will be submitted to President Hicks on April 20, 2026, followed by a meeting between the Committee on Administration and the Executive Director to discuss the findings.

Commissioner Frierson-Haynes said that she would also like to meet with the Human Resources Director to discuss the best practice in conducting a staff evaluation of the Executive Director.

President Hicks asked that the administration staff look into obtaining an RFP or an RFQ to get the support the Commission would need for the strategic planning process.

President Hicks asked for an update on the cost effectiveness of hiring staff painters versus contracting out painting work.

Mr. Antonio Brown, Chief Financial Officer, said that he was working on an update and would provide it at the next Commission meeting.

REPORT OF THE EXECUTIVE DIRECTOR

Ms. Alma Simmons, Special Assistant to the Executive Director, read the Executive Director's report on behalf of Mrs. Mondowney.

New Human Resources Director

On March 2, 2026, LaTanya Tarleton joined DPL as Director of Human Resources. As noted in January, Ms. Tarleton brings significant human resources experience to the Library, most recently serving as Global HR Manager for Minth North America.

NOTED

Ms. Tarleton introduced herself to the Commission and the public.

National Reading Month

There are several programs being offered in March in celebration of National Reading Month. One fun highlight is the Jefferson Branch Library's "Reading Dragons," a collectible playing cards adventure for young readers. Please visit the Library's website, detroitpubliclibrary.org, for details about this and other Reading Month programs.

Women's History Month

March is also Women's History Month. During the month, DPL locations are offering book discussions and film screenings about influential women in Detroit and beyond.

Minutes were approved at the April 21, 2026 Commission Meeting

Programs are being offered throughout the Library system including at the Chaney, Elmwood Park, Chandler Park, Bowen, Parkman, Lincoln and Duffield branches. Please visit our website, detroitpubliclibrary.org, for details.

For Women's History Month, the American Library Association recognized the legacy of Clara Stanton Jones, who served as DPL Director from 1970-1978. Mrs. Jones was the first woman director of the DPL and the first African American director of a major library system. With ALA's permission, we have placed their Instagram post on our website.

April Children and Teen Events at Main Library

- The HYPE Teen Center will host a celebration ceremony for winners of the Detroit Public Schools Community District's Essay and Oratorical Contest at 6 p.m., on Wednesday, April 8.
- In celebration of America's 250th, on April 14 classes have been invited to attend the performance of "Jack's Adventure in American History." This educational and interactive play follows Jack as he prepares for an upcoming test. While studying, he encounters several important figures from America's history bringing the past to life in a memorable and exciting way.

Author Talks at Main Library: March-April, 2026

DPL's Author Series Committee has a full schedule of author visits planned for March and April:

- Cheryl W. Thompson, author of *Forgotten Souls: The Search for the Lost Tuskegee Airmen*, will discuss her book on Sunday, March 22, 2-4 p.m.
- Author Dr. Gerald Early, noted essayist and American cultural critic, will talk about his book, *Play Harder: The Triumph of Black Baseball in America*. Dr. Early's talk will be at 2 p.m., on Sunday, March 29.
- Vanessa Riley, an acclaimed author of historical fiction, will visit the library at 2 p.m., on Sunday, April 12, to discuss her latest book, *Fire Sword and Sea*.
- At 2 p.m., on Sunday, April 19, Dr. April Langley will discuss her book, *Repolicizing the Word Through Poetry and Preaching: Early Black Christian Women's Lives Matter*.

Abby Phillip's Interview at DPL

In February, DPL's website featured Abby Phillip's discussion about her book, *A Dream Deferred: Jesse Jackson and the Fight for Black Political Power*. The interview has received almost 300 views.

Wayne County

On February 12, 2026, the Library received a payment of \$35,589.38 for delinquent property taxes.

Minutes were approved at the April 21, 2026 Commission Meeting

NOTED

President Hicks said that he had attended a program at the Conely Branch Library and the acoustics were really bad in the basement. He asked staff to investigate what could be done to help the acoustics.

President Hicks expressed appreciation for a recent tour of Main Library led by DPL's Security Officer, Mr. Alexis Griffin.

COMMITTEE ON ADMINISTRATION**Approval of the Routine Human Resources Report**

The Human Resources Department Report provides information regarding personnel actions from February 1, 2026, through February 28, 2026. The administration has approved these actions.

APPOINTMENTS (2)

Employee Name	Title	Hire Date
Dickens, Aubrey	Library Customer Support (CSR)	February 2, 2026
Anderson, Cianna	Library Customer Support (CSR)	February 16, 2026

SEPARATIONS (2)

Employee Name	Title	Last Day Worked
Payne, Sanita	Library Customer Support (CSR)	February 13, 2026
McIntyre, Delaney	Library Customer Support (CSR)	February 22, 2026

POTENTIAL RETIREMENTS (1) Pending COD Approval

Employee Name	Title	Anticipated Date
Taylor, Susan	Library Department Manager	June 30, 2026

RETIREMENTS (1)

Employee Name	Title	Last Day Worked
Shelton, Leah	Library Customer Support (CSR)	February 19, 2026

SICK LEAVE PAYOUTS (0)

Minutes were approved at the April 21, 2026 Commission Meeting

POSITIONS

	February 2026	February 2025
Vacant Positions actively being filled	27.5	26
Filled Budgeted Positions	240	251
Not Actively Being Recruited	57.5	48
Total Budgeted Positions	325	325

POSITION	FY26 POSITIONS	FILLED POSITIONS	VACANT POSITIONS
Director's Office	6	5	1
FBO	10	9	1
Human Resources	7	6	1*
Facilities/Shipping	23	20	3
Information Systems	8	8	0
Marketing/Print Shop	6	6	0
Public Services	3	2	1
Librarian, Coordinator	4	2	2
Librarian, Manager	26	24	2
Librarian III, Assistant Manager	37	28	9
Librarian II/Pre-Pro	43	26	17
Technical Training Associate	31	21	10
Office Support Asst/Tech Svs Asst	11	10	1
Senior Customer Rep (Clerk)	16	10	6
Bookmobile Operator	2	2	0
Customer Service Reps (FTE's)	57	38	19
Custodians	12	4	8
Circulation Manager	1	1	0
Tech Processing Manager	1	1	0
Principal Clerk	2	2	0
Security	19	15	4
		240	85
Total	325		

DPL currently has a total of **325 budgeted positions**. Of the total positions, **240 are filled, and 85 are vacant**. The Human Resources Department is actively recruiting for 27.5 of the 85 vacant positions.

COMMISSION ACTION

Commissioner Frierson-Haynes moved approval of the routine Human Resources report. Commissioner Bounds supported.

Minutes were approved at the April 21, 2026 Commission Meeting

DISCUSSION

Commissioner Bounds said that in the near future, she would like to receive a breakdown of the 57.5 positions that are not actively being recruited in terms of distribution across the branches.

Commissioner Bounds said that it was very nice to see all of the DPL job postings on DPL’s website.

Roll call:

- Bounds Yes
- Frierson-Haynes Yes
- Williams Yes
- President Hicks Yes

The motion passed unanimously.

COMMITTEE ON BUILDINGS

Approval to Renew Contract with Stuart Mechanical LLC for HVAC Maintenance and Repairs at All Detroit Public Library Locations

The original contract with Stuart Mechanical LLC for the HVAC maintenance and repairs began on May 1, 2023, and included an initial two-year term with two one-year renewal options.

The current contract extension began on May 1, 2025, and will expire on April 30, 2026. The last one-year renewal option remains under the agreement for FY 2026 at an annual cost of \$102,735.29, which reflects a 3% increase from the previous year. Except as expressly modified herein, all other terms and conditions of the original contract shall remain unchanged and in full force and effect.

HVAC Maintenance and Repair Services
May 1, 2026 – June 30, 2027

Stuart Mechanical LLC
2275 N. Opdyke Rd., Ste. A
Auburn Hills, MI 48326

Amount not to Exceed: \$102,735.29

Therefore, the Detroit Library Commission (DLC) Committee on Buildings recommends that the Detroit Library Commission approve the renewal of the HVAC maintenance and repairs contract with Stuart Mechanical LLC for the period of May 1, 2026, through June 30, 2027 in an amount not to exceed \$102,735.29.

COMMISSION ACTION

Commissioner Frierson-Haynes moved approval to renew contract with Stuart Mechanical LLC for HVAC maintenance and repairs at all Detroit Public Library locations. Commissioner Bounds supported.

Minutes were approved at the April 21, 2026 Commission Meeting

Roll call:

- Bounds Yes
- Frierson-Haynes Yes
- Williams Yes
- President Hicks Yes

The motion passed unanimously.

Approval to Renew the Contract with S & K Building Services, Inc., d/b/a Award Window Cleaning Services for Interior and Exterior Window Washing at Detroit Public Library Locations

The contract provides quarterly interior and exterior window cleaning services at the Main Library and biannual interior and exterior window cleaning services at branch locations. The agreement includes two optional one-year renewal terms. Approval of this item will authorize the first one-year renewal term under the contract at a cost that reflects a 3% increase from the previous year.

Interior and Exterior Window Cleaning Services
July 1, 2026 – June 30, 2027

S & K Building Services, Inc.
d/b/a Award Window Cleaning Services
501 W. Mount Hope Ave.
Lansing, MI 48910

Amount not to Exceed: \$52,921.40

Therefore, the DLC Committee on Buildings is requesting approval from the Detroit Library Commission to renew the contract with S & K Building Services, Inc. for interior and exterior window cleaning services for the period of July 1, 2026, through June 30, 2027, at a total amount not to exceed \$52,921.40.

COMMISSION ACTION

President Hicks moved approval to renew contract with S & K Building Services, Inc., d/b/a Award Window Cleaning Services for interior and exterior window washing at Detroit Public Library locations. Commissioner Bounds supported.

Roll call:

- Bounds Yes
- Frierson-Haynes Yes
- Williams Yes
- President Hicks Yes

The motion passed unanimously.

Minutes were approved at the April 21, 2026 Commission Meeting

COMMITTEE ON FINANCE

Approval to Contract with Dell Financial Services for a 4-Year Lease of Dell Laptop Computers for the Detroit Public Library

The four-year lease agreement with Dell Financial Services for 55 Dell Pro 14 Intel Core laptop computers and 55 Windows 11 Pro software licenses will replace outdated laptops currently available for public use.

The laptops will be acquired through the State of Michigan MiDeal program, Contract #071B6600111. Pricing is established under this contract, and People Driven Technology is the authorized vendor approved by the State of Michigan to process orders. The lease will be administered by Dell Financial Services.

Therefore, the DLC Committee on Finance is requesting that the Detroit Library Commission authorize the Finance and Business Office to enter into a four-year lease agreement with Dell Financial Services in an amount not to exceed \$33,577.52, with an annual cost of \$8,394.38.

COMMISSION ACTION

President Hicks moved approval to Contract with Dell Financial Services for a 4-year lease of Dell laptop computers for the Detroit Public Library. Commissioner Williams supported.

DISCUSSION

Commissioner Hicks asked if the old laptops could be donated to a community-based organization.

Mr. Brown said that the laptops were too outdated to donate.

Roll call:

- | | |
|-------------------|-----|
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ Williams | Yes |
| ➤ President Hicks | Yes |

The motion passed unanimously.

Approval of the Routine Finance Report

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

Minutes were approved at the April 21, 2026 Commission Meeting

Summary of Expenditures			
PUBLIC FUNDS			
PAYMENTS PROCESSED BY CITY OF DETROIT:			
1. Total Payroll	February 2026		\$1,081,464.54
2. Total Vouchers-processed on FUSION	After 3/13/2020 listed by invoice number & date processed		\$1,045,583.88
3. FY2026 Annual Retiree Supplement			\$0.00
4. FY2026 General Retirement System			\$0.00
5. FY2026 Central Staffing Services			\$0.00
6. FY2026 Hybrid Pension Payment			0.00
7. FY2026 VEBA			0.00
8. FY2026 Debt Service Interest for 2014B(1) & 2014B(2) Notes			\$0.00
Total processed by City of Detroit			\$2,127,048.42
PAYMENTS PROCESSED BY DPL:			
1. Public Funds/Comerica checking	Checks	1444	\$4,218.50
2. Branch & Main Checking account	Checks	9716 - 9895	\$77,979.30
3. Branch & Main Checking account Electroinic Fund Transfer (EFT)		Paid 2/10/2026	\$2,039.27
Total processed by DPL			\$84,237.07
Grand Total			\$2,211,285.49

Summary of Expenditures			
Restricted/Designated Funds			
1. Burton Endowment Checking	Checks	NONE	\$0.00
2. O'Brien Checking	Checks	5141-5142	\$585.00
3. Programs & Gifts Checking Account	Checks	3084 - 3087	\$85,459.29
Grand Total			\$86,044.29
Programs & Gifts Checking Account:			
To transfer Wayne County December 2025 delinquent tax funds to General Fund			\$ 49,265.11
To transfer Wayne County January 2026 delinquent tax funds to General Fund			\$ 35,589.38
Reimbursement for year end employee appreciation & team building event - 12/12/25			\$604.80
Programs & Gifts Checking a/c			\$ 85,459.29

Credit Card Expenditures	
1. Executive Director	\$ 250.00
2. Executive Director's Office-used for general office purpose	209.20
3. Chief Financial Officer	891.20
4. Human Resources Department	163.27
5. Marketing Department	1,746.55
6. Technical Services	1,650.34
7. Facilities Department	541.09
8. Information Technology	135.99
9. Procurement	2,202.72
10. Security	796.29
11. Public Services	1,183.89
Grand Total	\$9,770.54
NOTE: These are January 2026 Credit Card purchases	

Minutes were approved at the April 21, 2026 Commission Meeting

COMMISSION ACTION

President Bounds moved approval of the routine finance report. Commissioner Frierson-Haynes supported.

Roll call:

- | | |
|-------------------|-----|
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ Williams | Yes |
| ➤ President Hicks | Yes |

The motion passed unanimously.

OLD BUSINESS

Commissioner Frierson-Haynes asked for an update on the building structural assessments.

Mr. Brown said that the contract language is still being reviewed and Main Library would likely be the last location to be assessed because of the extensive work that is needed.

Commissioner Frierson-Haynes asked about the timeline of the contract.

Mr. Brown said that a contract typically takes 45 days to execute.

Commissioner Bounds asked for an update on the Skillman Branch Library project.

Mr. Brown said that the Detroit Building Authority (DBA) has conducted several walkthroughs and identified issues with the fragile windows, leading to a delay beyond the June 30th deadline. The Downtown Development Authority (DDA) is aware of the delay and the ongoing work. There is no indication that the funding would be affected by the delay.

Mr. Brown will continue to give monthly updates on the Skillman Branch Library project.

Mr. Brown gave an update on the March 13, 2026 budget hearing with the City of Detroit. He said that there was strong support for the library and its structural assessment plan.

President Hicks asked for an update on DPL's bond issuance authority.

Minutes were approved at the April 21, 2026 Commission Meeting

Mrs. Mondowney said that Detroit City Councilmember Scott Benson, requested an opinion from the City of Detroit's law department on whether or not DPL could independently place a bond on the ballot. It was a privileged and confidential memo. The law department did not release the document for discussion at the March 12, 2026 Neighborhood and Community Services committee meeting.

President Hicks asked that the Administration make a request to the Detroit City Council to waive their privilege so that the memo can be shared with the Detroit Public Library.

Mrs. Mondowney said that the City Council made the request for the opinion memo, the law department denied the City Council access to the memo.

President Hicks said that he did not understand how the City of Detroit's law department would refuse to discuss an item with the body that requested the information.

Mrs. Mondowney said that she had a copy of the meeting recorded on her telephone that showed the response from the law department.

President Hicks requested that the Administration ask the City Council to waive their privilege on the memo.

Commissioner Williams said that we do not have enough information to decide next steps and suggested that this item be added under "Old Business" for next month's Commission meeting to see if there are any updates or additional information to share.

Commissioner Frierson-Haynes said that she supported that suggestion.

Commissioner Bounds suggested, if possible, following up with Councilmember Scott Benson to get his understanding of what the next steps are because he made the initial request to the law department.

Mrs. Mondowney said that was possible.

President Hicks noted that the memo only addressed DPL's ability to issue bonds independently, not the bond proceeds, that presumably included DPL, that were sold by the City of Detroit. He hoped to get an update on both matters.

ADJOURNMENT

Commissioner Bounds moved to adjourn. President Hicks supported.

The meeting was adjourned at 3:01 p.m.

Minutes were approved at the April 21, 2026 Commission Meeting