

**DETROIT LIBRARY COMMISSION PROCEEDINGS
REGULAR MEETING
MAY 19, 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 1:39 p.m.

Roll call attendance:

- Bounds Present
- Frierson-Haynes Present
- Milton Present
- Williams Present
- President Hicks Present

Commissioner Adams joined at 1:43 p.m.

Commissioner McClendon joined at 2:04 p.m.

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

Also Present: Hyden Al-najar, Katie Andreovich, Brandon Bingham, Enid Clark, Meg D’Angelo, India Davis, Deborah Dorsey, Debra’s New Phone, Katie Dowgiewicz, Ethel Franklin, Karen Garrett, Laura Johnson, J. Keeler, C. Kent, Enriqueta Kozakowski, Joyce Krom, Karen Lemmons, Annette Lotharp, Torria Love, Tina Manley, Vernadette McAllister, T.C. Mills, Carolyn Mosley, T. Muntaqim, Angela Newby-Clora, Leroy Pettigrew, Yvette Rice, Jameka Robison, James Scott Jr., Vickie Senior, Cully Sommers, Megan Summers, Brian Vance, Mary Jo Vortkamp, Mattie Wiggins, Jackie Williams, Cheryl Wright, Tracey Wyatt

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

APPROVAL OF THE DETROIT LIBRARY COMMISSION MEETING AGENDA

COMMISSION ACTION

Commissioner Frierson-Haynes moved approval of the agenda. Commissioner Williams supported.

Roll call:

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

The agenda was approved as presented.

APPROVAL OF THE REGULAR MEETING MINUTES OF APRIL 21, 2026

COMMISSION ACTION

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

Roll call:

- | | |
|-------------------|-----------|
| ➤ Adams | Abstained |
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ Milton | Yes |
| ➤ Williams | Yes |
| ➤ President Hicks | Yes |

The minutes were approved as presented.

PUBLIC COMMENTS

There were no public comments.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

REPORT OF THE PRESIDENT

President Hicks reminded Commissioners to advise him or Ms. Rice, Executive Assistant, if they would be absent from a meeting in accordance with the Commission bylaws that states, “Any Commissioner missing more than 2 regular meetings within a calendar year without an excuse and prior notice shall be subject to removal by a vote of 2/3rds of the members.”

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.

IMLS Settlement

On April 9, 2026, it was announced that the American Library Association and the American Federation of State, County, and Municipal Employees (AFSCME), reached a settlement agreement with the U.S. Department of Justice that protects the Institute of Museum and Library Services and ensures the agency will continue carrying out its congressionally mandated work. This means that IMLS will continue awarding grants, conducting research, and operating programs that support libraries and museums across the country. As part of the settlement, previously terminated grants have been reinstated, agency and staff reductions have been reversed. While DPL does not currently receive any funding from IMLS, this ensures that the Institute will continue its support of U.S. libraries and museums.

2026 Summer Reading

The theme of DPL’s 2026 Summer Reading is “Unearth a Story.” Our program will launch on June 22nd and will conclude the week of July 31st. After a successful partnership in 2025, the Detroit Lions are signing on again to support the 2026 program. There will be a special kick-off celebration at 1 p.m., on June 23rd at the Duffield Branch. Families are encouraged to read and attend library events throughout the summer. Participants will have a chance to win the “Detroit Lions Experience” donated by the Detroit Lions. Details about DPL’s many summer reading programs are available on the Library’s website, detroitpubliclibrary.org.

Summer Reading Button Exchange

The Guild of Library Makers, a network for library professionals in Michigan formed in 2024 to support library makerspaces, is sponsoring its first ever Summer Reading Button Exchange. Fifty-three libraries and cultural organizations across the state designed buttons that will be exchanged during the summer.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

Technical Training Associate Chris Land at the Franklin Branch, is involved with the Guild and played a key role in coordinating this project. DPL's button was designed by Katie Dowgiewicz, DPL's Public Relations Specialist.

2026 Juneteenth Programs

Among the many programs planned for Juneteenth is the Annual Juneteenth Kids Rodeo on Wednesday, June 10th, 3-7 p.m., on Main Library's Cass Avenue lawn. This event is sponsored by the Midwest Invitational Rodeo and includes pony rides, a petting zoo, games and an opportunity to sign up for Summer Reading. Other programs will be held at Children's Library and the Chase, Campbell, Franklin, Duffield, Douglass, Jefferson, Lincoln, Parkman, Wilder, Sherwood Forest, Bowen, and Elmwood Park branches. A tentative listing of programs is provided for Commission today. Please visit the library's website, detroitpubliclibrary.org, to confirm times and dates for our Juneteenth programs.

Eaton Academy Partnership

The Detroit Public Library is partnering with Eton Academy's Hartmann–Eton Center for Teaching & Learning to offer free 7-week Summer Learning Mini-Camps designed for students entering grades 1–10. The program supports neurodivergent learners — including students with ADHD, dyslexia, executive functioning challenges and those who benefit from additional structure and support. Students will strengthen skills in organization, focus, emotional regulation, reading, writing, math reinforcement, and self-advocacy through engaging, multisensory activities led by Eton-trained tutors. The program runs June 22–August 12 and is free for families. The mini-camps will be offered at the Parkman, Sherwood Forest, and Wilder branches. Registration and schedule details are available by scanning the QR code on the Library's website.

Project Art

During the month of May, Main Library's Galleria is hosting Project Art's student showcase. A reception was held on May 16 for students, parents, and instructors. The work of young artists from the Duffield, Elmwood Park, Lincoln, and Sherwood Forest branches and Children's Library is on display.

Carnegie Corporation of New York

In February, 2026, DPL's four Carnegie libraries, Bowen, Duffield, Conely branches and Main Library, each received \$10,000 from the Carnegie Corporation, in commemoration of the 250th anniversary of the signing of the Declaration of Independence.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

A portion of those funds are being used to design and produce building banners for each location, as well as an inside historical panel that captures the location's history based on materials from the Burton Collection. In addition, remaining funds will be used to support 250th programming and landscaping enhancements for each library.

Customer Satisfaction Survey

In 2009, DPL began an ongoing process of surveying customers to determine their satisfaction with library services.

Visitors to the library are given the opportunity to complete a brief questionnaire about their experiences with the library's facilities, staff, materials and computer resources. The results of the surveys completed in 2025 continue the positive feedback received from customers in previous years.

Of the 429 customers who participated in the survey, 97% rated their overall experience at the library as "satisfactory" or "excellent."

Detroit Board of Police Commissioners Forum

Talisha Williams, DPL's Assistant Director for Security Operations, attended the Detroit Board of Police Commissioners 2nd Annual Youth and Police Chiefs Forum on April 16, 2026, at Wayne County Community College District's Northwest Campus. The event, titled "Teens Takeover," provided a platform for Detroit youth to engage directly with police leadership regarding community safety and officer conduct. Ms. Williams' participation in this event is part of DPL's ongoing efforts to stay current with issues and best practices in the field and to strengthen community partnerships.

Detroit Black Farmer Land Fund

Representatives from the Detroit Black Farmer Land Fund will be at several DPL locations in June and July on an "Application Tour" to provide access to resources and support for those interested in owning land and growing food in Detroit. These information sessions will be offered at Main Library and at the Parkman, Edison, Jefferson branches. Details about times and dates are available on the Library's website, detroitpubliclibrary.org.

2026 Java and Jazz Series

Java and Jazz returns for another season of DPL's summer after-work concert series that showcases Detroit's finest musicians. The concerts are held at 6 p.m., in the Clara Stanton Jones Friends Auditorium.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

- June 16: Straight Ahead, Detroit's Grammy-nominated instrumentalists and vocalists, will bring mainstream jazz, R&B ballads and jazzy hip-hop to launch the summer series. The group is widely recognized for their eclectic and soulful approach to creating music.
- July 21: Marcus Elliot, a multifaceted saxophonist, composer and educator, will provide an evening of Detroit's best jazz. He is an instructor of jazz saxophone at Wayne State University and is director of the Creative Arts Orchestra at the University of Michigan.
- August 18: Keith Gamble is a talented musician with a long and varied career as a tenor saxophonist. He has played throughout the country and is a member of the Detroit Jazz Factory and Baba BG & ODU Afrobeat Orchestra.

Kukla-Scheibner Fund Donation

On April 28, 2026, DPL received a donation of \$3,810.30 from the Community Foundation for Southeast Michigan from the Kukla-Scheibner Fund to support the Clarence M. Burton Endowment Fund.

Wayne County

On April 17, 2026, DPL received a payment of \$171,038.16 from Wayne County for delinquent property taxes.

June and September Commission Meetings

The June 16, 2026 meeting of the Detroit Library Commission will be held at 6 p.m., at the Laura Ingalls Wilder Branch Library, located at 7140 E. Seven Mile Road.

The September 15, 2026 meeting will be held at 6 p.m., at the Thomas Edison Branch Library, located at 18400 Joy Road.

COMMITTEE ON ADMINISTRATION

Approval of the Routine Human Resources Report

The Human Resources Department Report provides information regarding personnel actions from April 1, 2026, through April 30, 2026. The administration has approved these actions.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

APPOINTMENTS (5)

| Employee Name | Title | Hire Date |
|----------------------|--------------------------------|------------------|
| Channell, Lydia | Library Customer Support (CSR) | April 27, 2026 |
| Cook, Anne | Library Customer Support (CSR) | April 27, 2026 |
| Reeves, London | Library Customer Support (CSR) | April 13, 2026 |
| Schenkel, Kensley | Library Customer Support (CSR) | April 13, 2026 |
| Smith, Cameron | Library Customer Support (CSR) | April 13, 2026 |

SEPARATIONS (3)

| Employee Name | Title | Last Day Worked |
|----------------------|--------------------------------|------------------------|
| Umeh, Beverly | Library PreProfessional | April 23, 2026 |
| Grant, Asha | Library Customer Support (CSR) | April 22, 2026 |
| Hall, Vida | Library Security Officer | April 16, 2026 |

POTENTIAL RETIREMENTS (5) Pending COD Approval

| Employee Name | Title | Anticipated Date |
|----------------------|-----------------------------|-------------------------|
| Reczek, Carla | Librarian 3 | September 5, 2026 |
| Taylor, Susan | Library Department Manager | June 30, 2026 |
| Klein, Christopher | Library Customer Support | June 22, 2026 |
| Rankin-Grams, Kathi | Librarian 3 | June 19, 2026 |
| Griffin, Alexis | Library Supervising Manager | May 15, 2026 |
| Garcia, Maria | Library Department Manager | May 14, 2026 |

RETIREMENTS (0)**SICK LEAVE PAYOUTS/RETIREMENTS (0)****POSITIONS**

| | April 2026 | April 2025 |
|--|------------|------------|
| Vacant Positions actively being filled | 20 | 20 |
| Filled Budgeted Positions | 245 | 257 |
| Not Actively Being Recruited | 60 | 48 |
| Total Budgeted Positions | 325 | 325 |

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

| POSITION | FY26 POSITIONS | FILLED POSITIONS | VACANT POSITIONS |
|-----------------------------------|----------------|------------------|------------------|
| Director's Office | 6 | 5 | 1 |
| FBO | 10 | 9 | 1 |
| Human Resources | 7 | 7 | 0 |
| 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 | 39 | 24 | 15 |
| Librarian Pre-Pro | 4 | 3 | 1 |
| 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 | 42 | 15 |
| Custodians | 12 | 4 | 8 |
| Circulation Manager | 1 | 1 | 0 |
| Tech Processing Manager | 1 | 1 | 0 |
| Principal Clerk | 2 | 2 | 0 |
| Security | 19 | 14 | 5 |
| | | 245 | 80 |
| Total | 325 | | |

DPL currently has a total of **325 budgeted positions**. Of the total positions, **245 are filled, and 80 are vacant**. The Human Resources Department is actively recruiting for 20 of the 80 vacant positions.

| Branch | Open Positions | Actively Recruiting |
|---------------|----------------|---------------------|
| Main | 14 | 13 |
| Bowen | 0 | 0 |
| Campbell | 0 | 0 |
| Chandler Park | 0 | 0 |
| Chaney | 1 | 1 |

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

| | | |
|----------------------|-----------|-----------|
| Chase | 1 | 1 |
| Conely | 0 | 0 |
| Duffield | 1 | 1 |
| Edison | 2 | 1 |
| Elmwood Park | 0 | 0 |
| Franklin | 2 | 0 |
| Hubbard | 0 | 0 |
| Jefferson | 0 | 0 |
| Knapp | 1 | 0 |
| Lincoln | 1 | 1 |
| Parkman | 0 | 0 |
| Redford | 2 | 1 |
| Sherwood Forest | 0 | 0 |
| Wilder | 0 | 0 |
| Douglass | 1 | 1 |
| Monteith | 8 | 0 |
| Skillman | 10 | 0 |
| | | |
| Total Open | 44 | 20 |
| *Not Assigned | 36 | |
| Total Vacant | 80 | |

(*36 positions not assigned, locations to be determined; 3 Administrative, 1 Librarian III, 10 Librarian II, 7 TTA, 1 TSA, 14 Clerk)

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

COMMISSION ACTION

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

Roll call:

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

The motion passed unanimously.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

COMMITTEE ON BOOKS AND LITERACY

Approval of the Revised Detroit Public Library Programming Policy

The Library Programming Policy sets out the principles and general guidelines for offering programs as a Library service. Last approved on March 18, 2014, this revised version clarifies the distinction between Library-sponsored programs—developed or presented by the Library or its partners—and non-affiliated activities that take place in the Library’s community rooms but are organized by outside groups. It also removes procedural details that are more appropriately addressed through separate administrative guidance.

Library Programming Policy

Purpose and Principles

The Library supports its mission to facilitate individual growth and enhance the quality of life in Detroit by offering programs that provide opportunities for information, learning, entertainment, and community engagement.

In developing and presenting programs, the Library adheres to the principles of the Library Bill of Rights and its interpretation, “Library-Initiated Programs as a Resource”. These principles affirm the Library’s role in offering programs that reflect a broad range of ideas and perspectives and uphold intellectual freedom. Library programs do not constitute endorsement of the views expressed by presenters or participants.

Library-Sponsored Programs and Community Use

Library programs are developed and presented by the Library to support its mission, services, and strategic priorities.

Use of Library meeting rooms by community groups is a service the Library provides to make space available to the public.

Programs and activities offered by outside groups are not sponsored, endorsed, or supervised by the Library, and the Library is not responsible for their content. Community use of meeting rooms is governed by the Library’s “Meeting Room U Policy.”

Program Development and Selection

Library programs are selected and developed by Library staff with consideration of community needs and interests; alignment with the Library's mission and goals; available staff, space, and funding; and the aim of providing a balanced range of topics, formats, and audiences over time. Community input, gathered through a customer survey conducted at least annually, helps inform program planning and ensures offerings remain responsive to evolving needs.

Resources & Fees

The Library utilizes staff expertise and time, facilities, general and restricted funds, and other resources in developing and delivering programs. In addition, the Library draws upon community resources and partners with other organizations or individuals to present programs. Professional presenters and performers with specialized or unique expertise may be hired as needed.

Most Library programs are offered at no cost to participants. In limited circumstances, the Library may charge a participation fee to help offset program-related costs. Any fee must be kept as low as possible, structured to support equitable access, and approved in advance by the Executive Director.

Program Evaluation & Community Input

Library programs are evaluated to understand their effectiveness and impact. Indicators of program success include attendance and audience satisfaction.

The Library welcomes suggestions and expressions of concern from the public regarding its programs. Ideas and opinions may be discussed initially with a librarian. In addition, customers may use a "Customer Service Form," available at all Library circulation desks, to submit their suggestions. Suggestions for new Library programs will be evaluated using the standards outlined in this document. Written requests for review of a past or current Library program may be submitted to the Director of Public Services, who will review the program for consistency with this policy and respond in writing.

Approval is requested to adopt the Library Programming Policy as presented.

COMMISSION ACTION

Commissioner Williams moved approval of the revised Library Programming policy. Commissioner Frierson-Haynes supported.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

DISCUSSION

Commissioner Adams asked about the source/guidelines for developing the policy.

Commission Williams asked Commissioner Adams to explain what information she was looking for.

Commissioner Adams explained that typically a policy on programming describes what type of programs the library supports, who determines the type of programs, and whether there is community input.

Commissioner Williams explained that the policy states that the programs should support the Library's mission. It also includes information for an annual community survey as well as a program evaluation. Although the revised policy is a more condensed version of the original policy, it still contains the same language at a higher level.

Commissioner Hicks said that the policy that the Commission would approve should not be a policy summary at a higher level.

Commissioner Bounds said that the original policy was 5-6 pages long and contained a lot of specific direction about the details of individual programs.

Commissioner Bounds said the Committee on Books and Literacy (COBL) worked with Ms. Bruni, Director for Public Services, to take out the specific staff directed details of the policy and leave the policy-oriented pieces in this draft.

Commissioner Hicks said for clarification, he suggested that the revised policy be returned to the COBL for a red-lined version of the policy showing the changes from the 2014 policy and address questions raised at this meeting before resubmitting to the Commission.

COMMISSION ACTION CONTINUED

Commissioner Williams withdrew her motion to approve the revised Library Programming policy. Commissioner Frierson-Haynes withdrew her support.

This item was tabled.

Local Author Policy – Information Only

POLICY AND INFORMATION FOR LOCAL AUTHORS

For the purpose of this policy, local authors are defined as residents of the City of Detroit. The Detroit Public Library wishes to recognize the literary efforts of local authors by including their works in its collections. These works, however, must meet the Library's selection criteria as detailed in the Library's Collection Development Policy.

We have developed this policy to guide local authors in their efforts to have their works selected for the Library's collection. Included in this document are:

- o Procedures to follow in submitting your work for consideration
- o Information on what you can expect the Library to do in support of your writing endeavors
- o Lists of review resources
- o Hosting a book signing or writers' group at the Library

How to Submit Your Work

Send a copy of your published work to:

Detroit Public Library
Collection Development
(Local Author Submission)
5201 Woodward Avenue
Detroit, MI 48202

Please include:

- o Name
- o Address
- o Telephone number(s)
- o Email address
- o Title of Book
- o Vendor/Publisher information
- o Professional reviews or critiques
- o Information on pricing, including discounts, shipping and handling fees

We will acknowledge receipt of your work within 30 days. We carefully evaluate all new books using the detailed selection criteria in the Library's Collection Development Policy.

You will receive notification regarding the Library's decision within 90 days. Acceptance of a copy of your work for the collection does not guarantee that we will buy additional copies. If we buy more copies, they may not be purchased directly from you.

Some works, especially works of non-fiction, may not be considered without accompanying professional reviews. The Library relies in part on professional reviews when making selection decisions, and it is up to local authors to solicit reviews for their works. You may resubmit your work if professional reviews appear at a later time.

Works not accepted for the collection will not be returned to the author.

What You Can Expect From Us

On occasion, the Detroit Public Library may promote the book(s) of a local author. For example, an author may be booked for our Author Series or a branch Library may include an item in a display or list featuring a particular subject or genre.

The Detroit Public Library does not schedule authors for its Author Series unless their works are in the Library's collection. Inclusion of an author's book in the Library's collection does not guarantee the author's participation in the Library's Author Series.

To be considered for the Author Series, authors should send a cover letter and press packet with reviews to:

Detroit Public Library
Public Services (Author Series)
5201 Woodward Avenue
Detroit, MI 48202

The Detroit Public Library bears no obligation for marketing an author's work. Authors are fully responsible for promoting their work. Local authors seeking to host a book signing at the Detroit Public Library should consult the Hosting a Book Signing or Writer's Group at the Library, for additional information.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

Professional Review Sources

For best results, select review sources that target your specific market in terms of genre and intended audience. Market guides such as Writer's Digest and Writer's Market can assist with your research. Be certain to read and follow the specific guidelines for each source before submitting your work. Ask your librarian for assistance in finding these resources.

NOTED

This was an information only item.

COMMITTEE ON BUILDINGS**NOTED**

Commissioner Adams, Chair, Committee on Buildings, tie-barred the approval to contract with Hutch Paving for parking lot and curb at Lincoln Branch and the approval to contract with Hutch Paving for parking lot paving at Jefferson Branch.

Approval to Contract with Hutch Paving, Inc. for Parking Lot Paving and Curb Installation at Lincoln Branch Library

This work is necessary to address deterioration, surface damage, and ongoing maintenance concerns associated with the existing parking lot and curb areas. Completion of this project will improve the overall condition, appearance, and safety of the site while helping maintain a safe and well-maintained environment for patrons and staff.

An Invitation for Bids (IFB-TL-2176) was publicly advertised on the Michigan Inter-Governmental Trade Network (MITN) website at www.bidnetdirect.com beginning March 27, 2026, and remained open until the official bid closing at 2:00 p.m. on April 28, 2026. A total of fifty-one (51) firms downloaded the solicitation documents. A mandatory site visit was conducted as part of the procurement process and was attended by four (4) companies.

At the close of the bidding period, three (3) companies submitted responses. Following an initial compliance review, one (1) respondent was deemed non-responsive based on findings identified during the responsibility review process.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

The bid results are as follows:

| Vendor | Address | Bid Amount |
|----------------------|---|--------------|
| Hutch Paving, Inc. | 3000 East 10 Mile Rd., Warren, MI 48091 | \$ 27,000.00 |
| Nagle Paving Company | 39525 West 13 Mile Rd., Novi, MI 48377 | \$ 28,750.00 |

Therefore, the Detroit Library Commission Committee on Buildings (COB) recommends that the Detroit Library Commission approve to contract with Hutch Paving, Inc. to provide parking lot paving and curb installation at the Lincoln Branch Library. The contract amount shall not exceed \$27,000.00.

Approval to Contract with Hutch Paving, Inc. for Parking Lot Paving at Jefferson Branch Library

This work is necessary to address deterioration, surface damage, and ongoing maintenance concerns associated with the existing parking lot. Completion of this project will improve the overall condition, appearance, and safety of the site while helping maintain a safe and well-maintained environment for patrons and staff.

An Invitation for Bids (IFB-TL-2177) was publicly advertised on the Michigan Inter-Governmental Trade Network (MITN) website at www.bidnetdirect.com beginning March 27, 2026, and remained open until the official bid closing at 2:00 p.m. on April 28, 2026. A total of fifty-four (54) firms downloaded the solicitation documents. A mandatory site visit was conducted as part of the procurement process and was attended by four (4) companies.

At the close of the bidding period, three (3) companies submitted responses. Following an initial compliance review, one (1) respondent was deemed non-responsive based on findings identified during the responsibility review process.

The bid results are as follows:

| Vendor | Address | Bid Amount |
|----------------------|---|--------------|
| Hutch Paving, Inc. | 3000 East 10 Mile Rd., Warren, MI 48091 | \$ 28,675.00 |
| Nagle Paving Company | 39525 West 13 Mile Rd., Novi, MI 48377 | \$ 32,390.00 |

Therefore, the Detroit Library Commission Committee on Buildings (COB) recommends that the Detroit Library Commission approve to contract with Hutch Paving, Inc. to provide parking lot paving at Jefferson Branch Library. The contract amount shall not exceed \$28,675.00.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

COMMISSION ACTION

NOTED

Commissioner Milton temporarily left the meeting at 1:57 p.m.

Commissioner Adams moved approval to contract with Hutch Paving, Inc., for parking lot paving and curb installation at Lincoln Branch Library and parking lot paving at Jefferson Branch Library. Commissioner Frierson-Haynes supported.

Roll call:

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

The motion passed unanimously.

Approval to Contract with Metro Elevator Management Inc. for Elevator Maintenance and Repair Services at Detroit Public Library

Elevator maintenance and repair services are necessary to support the continued operation, performance, and upkeep of the existing elevator equipment. Completion of this work will help ensure the elevators remain reliable, properly maintained, and available for staff and public use at the library locations serviced under the agreement.

An Invitation for Bid (IFB-TL-2173) was publicly advertised on the Michigan Inter-Governmental Trade Network (MITN) website at www.bidnetdirect.com, beginning March 20, 2026, and remained open until the official bid closing at 2:00 p.m. on April 15, 2026. A total of twenty-four (24) firms downloaded the solicitation documents. A mandatory site visit was conducted as part of the procurement process and was attended by four (4) companies.

At the close of the bidding period, three (3) companies submitted responses. The bid results are as follows:

| Vendor | Address | Bid Amount |
|------------------------|---|-------------------|
| Metro Elevator | 100 West Big Beaver Rd., Troy, MI 48084 | \$10,584.00 |
| ATTA Elevators Detroit | 2816 Goodrich St., Ferndale, MI 48220 | \$18,420.00 |
| TK Elevator | 35432 Industrial Dr., Livonia, MI 48150 | \$20,880.00 |

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

Therefore, the Detroit Library Commission Committee on Buildings (COB) recommends that the Detroit Library Commission approve to contract with Metro Elevator Management Inc. to provide elevator maintenance and repair services at the Main Library, Redford Branch, and Skillman Branch for an initial one (1) year term, with the option to extend for up to three (3) additional one-year period. The contract amount shall not exceed \$10,584.00 for the initial term.

COMMISSION ACTION

Commissioner Adams moved approval to contract with Metro Elevator Management Inc. for elevator maintenance and repair services at Detroit Public Library. Commissioner McClendon supported.

DISCUSSION

Commissioner Williams asked if Metro Elevator could provide the same level of services as the other two proposed vendors for such a significant cost difference?

Commissioner Adams said that question was raised at the Committee on Buildings meeting and the answer is yes. Metro Elevator is able to perform the same level of services as the other two proposed vendors at a significant cost difference and if they can't, DPL has the right to terminate the contract.

Commissioner Bounds asked if the elevator services for Main Library included the stack elevator?

Mr. Brown said that the stack elevator was not included and there is a plan to replace it because it is beyond repair.

Roll call:

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

The motion passed unanimously.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

Approval to Renew Contract with MCD Architects for As-Needed Architectural and Engineering (A/E) Services for Detroit Public Library

The original agreement began on July 1, 2025, and expires on June 30, 2026. The contract included an initial one-year term with two renewal options. Upon approval of this renewal, one renewal option will remain under the agreement.

As-Needed Architectural and Engineering (A/E) Services
July 1, 2026 – June 30, 2027

MCD Architects
33610 Grand River Ave.
Farmington, MI 48335

Amount not to Exceed: \$75,000.00

Therefore, the Detroit Library Commission Committee on Buildings (COB) recommends that the Detroit Library Commission approve the renewal of the as-needed Architectural and Engineering (A/E) Services agreement with MCD Architects for the period of July 1, 2026, through June 30, 2027, in an amount not to exceed \$75,000.00.

It should be noted that this renewal does not require a financial commitment at this time. Services will be performed and billed on an as-needed basis in accordance with MCD's approved hourly rate schedule. Each engagement and subsequent approval will be administered according to the Detroit Public Library's Procurement Policy.

COMMISSION ACTION

Commissioner Adams moved approval to renew contract with MCD Architects for as-needed architectural and engineering (A/E) services for Detroit Public Library. Commissioner Bounds supported.

DISCUSSION

Commissioner McClendon asked how much of the contract was used in the last year.

Mr. Antonio Brown, Chief Financial Officer, said that under \$10,000 was used.

Commissioner McClendon asked if the anticipation of more projects the reason why was \$75,000 being requested for use on the new contract?

Mr. Brown said that there are several large projects that are being discussed and put into plan including repairs at the Knapp Branch and the stack elevator at Main Library.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

Roll call:

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

The motion passed unanimously.

Barton Malow Security Camera System Assessment Report and Staff Evaluations

This was an information only item that was distributed to the Commission.

Mr. Brown said that the next steps included issuing an RFP to replace DPL's entire security camera system. Once the bids are received, they will be referred to the Committee on Buildings and the Committee on Finance for review and approval to forward to the full Commission to approve and fund the project.

Mr. Brown stated for the record that Barton Malow was hired as DPL's technical consultants to help scope out the project, review the bids, and make a sound recommendation to the Commission.

COMMITTEE ON FINANCE**Approval to Enter into a Lease Agreement with AWE Learning for Early Literacy Workstations for the Detroit Public Library**

The current AWE children's computer workstations utilized throughout the Library are more than ten years old and are in need of replacement. The upgraded systems will provide updated educational applications, bilingual learning content, coding programs, and enhanced accessibility features not available on the existing devices. This project will improve access to educational technology resources and support digital learning opportunities for children and families throughout the Library.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

AWE Learning is the sole-source vendor for the Early Literacy Workstations currently utilized by the Library.

The proposed lease includes Early Literacy Station systems with English, Bilingual Spanish, After School Edge-English, and Robogarden Coding content, bilingual English and Spanish systems, enhanced support stands, and applicable discounts.

The proposed lease includes a standard three-year warranty provided by AWE Learning at no additional cost. The warranty includes coverage for workstation hardware, software upgrades, and related online support services in accordance with the vendor's standard warranty terms and conditions.

The pricing details are as follows:

| Product Details | Qty. | Unit Cost | Total |
|--|-------------|------------------|--------------------|
| Early Literacy Station English + Bilingual Spanish + After School Edge-English + Robogarden Coding Systems | 19 | \$3,902.00 | \$74,138.00 |
| Bilingual Spanish-Mix English & Spanish Systems | 2 | \$3,902.00 | \$7,804.00 |
| Enhanced Support Stands | 21 | \$206.00 | \$4,326.00 |
| Shipping and Handling – All-In-One Units | 21 | \$90.00 | \$1,890.00 |
| Shipping and Handling – Stands/Essentials | 21 | \$25.00 | \$525.00 |
| Trade-In Program Discount | 21 | (\$75.00) | (\$1,650.00) |
| Promotional Discount | | | (\$14,750.00) |
| Additional Discount | 21 | (\$25.00) | (\$525.00) |
| Total | | | \$71,758.00 |

Therefore, the Detroit Library Commission Committee on Finance (COF) recommends that the Detroit Library Commission approve and authorize the Finance and Business Office to enter into a four-year lease agreement with AWE Learning for Early Literacy Workstations with four annual payments of \$17,940.00 not to exceed \$71,758.00.

COMMISSION ACTION

Commissioner Frierson-Haynes moved approval to enter into a lease agreement with AWE Learning for Early Literacy Workstations for the Detroit Public Library. Commissioner Williams supported.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

DISCUSSION

Commissioner Bounds asked if these were replacement workstations deployed throughout the library system and where would the bilingual workstations be placed?

Mr. Rudy Dale, Assistant Director for Information Systems, replied yes, these were replacement workstations and the bilingual workstations would be placed at the Bowen and Campbell branches.

Roll call:

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

The motion passed unanimously.

Approval to Renew Contract with Sonitrol Great Lakes for Security Monitoring Services for Detroit Public Library Branches

Sonitrol Great Lakes provides security monitoring services to all DPL branches. This service supports the safety and security of Library facilities through continuous alarm monitoring. This renewal will ensure the continuation of services for the period of July 1, 2026, through June 30, 2027. The proposed annual cost is \$56,260.44, based on a monthly rate of \$4,688.37 for all DPL locations. All other terms and conditions will remain consistent with the original agreement.

Security Monitoring Services

July 1, 2026 – June 30, 2027

Sonitrol Great Lakes
7241 Fenton Road
Grand Blanc, MI 48439

Amount not to Exceed: \$56,260.44

Therefore, the Detroit Library Commission Committee on Finance (COF) recommends that the Detroit Library Commission approve the renewal of the security monitoring services contract with Sonitrol Great Lakes for the period of July 1, 2026, through June 30, 2027 in an amount not to exceed \$56,260.44.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

COMMISSION ACTION

Commissioner Frierson-Haynes moved approval to renew contract with Sonitrol Great Lakes for security monitoring services for Detroit Public Library Branches.
Commissioner Adams supported.

Roll call:

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

The motion passed unanimously.

NOTED

Commissioner Milton rejoined the meeting at 2:43 p.m.

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.

| Summary of Expenditures | | |
|---|---|-----------------------|
| PUBLIC FUNDS | | |
| PAYMENTS PROCESSED BY CITY OF DETROIT: | | |
| 1. Total Payroll | April 2026 | \$1,100,733.27 |
| 2. Total Vouchers-processed on FUSION | After 3/13/2020 listed by invoice number & date processed | \$814,285.64 |
| 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 | | \$1,915,018.91 |
| PAYMENTS PROCESSED BY DPL: | | |
| 1. Public Funds/Comerica checking | Checks | NONE |
| 2. Branch & Main Checking account | Checks | 9924 - 10000 |
| 3. Branch & Main Checking account Electroinic Fund Transfer (EFT) | | Paid 4/08/2026 |
| Total processed by DPL | | \$29,148.33 |
| Grand Total | | \$1,944,167.24 |

| Summary of Expenditures | | |
|--|--------|---------------------|
| Restricted/Designated Funds | | |
| 1. Burton Endowment Checking | Checks | NONE |
| 2. O'Brien Checking | Checks | 5143 |
| 3. Programs & Gifts Checking Account | Checks | 3088 - 3093 |
| Grand Total | | \$435,367.72 |
| Programs & Gifts Checking Account: | | |
| To transfer first 50% of State Aid EFT to General Fund | | \$342,631.24 |
| To transfer Wayne County February 2026 delinquent tax EFT to General Fund | | \$71,147.39 |
| To transfer first 50% of Library for the Blind & Physically Handicapped (LBPH) EFT to General Fund | | \$20,536.00 |
| Library for the Blind & Physically Handicapped (LBPH) Customer Appreciation luncheon | | \$607.02 |
| Interpretive phone services | | \$128.24 |
| Interpretive phone services | | \$117.83 |
| | | \$435,167.72 |

| Credit Card Expenditures | |
|--|--------------------|
| 1. Executive Director | \$0.00 |
| 2. Executive Director's Office-used for general office purpose | 336.65 |
| 3. Chief Financial Officer | 432.76 |
| 4. Human Resources Department | 816.92 |
| 5. Marketing Department | 1,699.06 |
| 6. Technical Services | 3,103.35 |
| 7. Facilities Department | 5,578.20 |
| 8. Information Technology | 288.60 |
| 9. Procurement | 500.48 |
| 10. Security | 745.46 |
| 11. Public Services | 2,319.77 |
| Grand Total | \$15,821.25 |
| NOTE: These are March 2026 Credit Card purchases | |

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

COMMISSION ACTION

Commissioner Bounds moved approval of the routine finance report. Commissioner Adams supported.

DISCUSSION

Commissioner Bounds asked for an update on the Knapp Branch Library.

Mr. Brown reported that that HVAC system is working at Knapp Branch and an RFP for replacement flooring at Knapp Branch would be sent out this month.

President Hicks asked for an update on a question raised at the Committee on Finance meeting about Imperial Bag and Paper Company, LLC.

Mr. Brown explained that DPL purchases its Personal Protective Equipment (PPE) from Imperial Bag and Paper Company, LLC and participates in a vendor-supported rebate program. This allows the branches to order the maximum allowable amount of PPE for discounts. Two branches, Skillman and Monteith, were incorrectly included in the report and it has been corrected.

Roll call:

- | | |
|-------------------|-----|
| ➤ Adams | Yes |
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ McClendon | Yes |
| ➤ Milton | Yes |
| ➤ Williams | Yes |
| ➤ President Hicks | Yes |

The motion passed unanimously.

Fiscal Year 2026 Quarterly Budget to Actual Comparison (July 1, 2025 - March 31, 2026) – Information Only

As of March 31, 2026, a total of **\$30,673,854** in current year property taxes has been collected on behalf of the Library. The Library has also received **\$498,839** in delinquent real and personal property tax payments from Wayne County. The Library received \$342,631, the first half of State-Aid. Total revenues received as of the 3rd Quarter are **\$32,878,749** about 76% of the amended revenues budgeted for FY2026 of **\$43,472,160**. This is where we would have expected to be after the 3rd quarter, which is a positive sign moving forward.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

Total expenditures as of March 31, 2026, are **\$25,895,392**; roughly 60% of the overall amended expenditures budget of **\$43,472,160**. Salaries and benefits expenditures total **\$15,139,956** or 61% of the budgeted total of **\$24,974,464**. The variance is due to budgeted positions that have yet to be filled. Overall operating expenses total **\$10,465,676**, roughly 60% of the overall amended operating budget of **\$17,303,692**.

Overall, the Library is on track with the approved budget plan for FY2026.

NOTED

Mr. Brown said that moving forward, journal entries will be made every quarter for clarification and transparency.

OLD BUSINESS

Update on Tablets/Laptops for Commission Use at Meetings

Mr. Rudy Dale, Assistant Director for Information Systems, said that he would expedite the provision of tablets or laptops for Commission use at meetings.

NOTED

After the meeting was adjourned, a poll was taken and all seven Commissioners agreed to receive a tablet for use at meetings.

Update on the Detroit City Council's request for an opinion relating to DPL's Bond issuance

There was a detailed discussion about Detroit Public Library's bond issues, clarifying the difference between bond authorization and bond issuance.

President Hicks raised concerns about the library not receiving benefits from previously authorized bond funds.

President Hicks suggested referring the bond issuance matter to the Committee on Finance with support from Commissioners with relevant expertise. He said that a comprehensive, documented report should be developed on the status of the City of Detroit bond authorizations and issuances as they relate to the Detroit Public Library, including historical context, current status, and implications for future capital funding.

President Hicks asked for a review of the City of Detroit's budget resolution to get a sense of which items may have impacted the library. He said that this should be done annually.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

Mr. Brown asked President Hicks if he wanted DPL's administration to report to the Commission any appropriations that were allocated in this budget cycle for the library from the City of Detroit?

President Hicks replied yes.

NEW BUSINESS

Commissioner Williams thanked the Detroit Public Library for their hospitality in hosting the Detroit Public Schools Community District's High School Poetry Night featuring Ms. Jessica Care Moore, a celebrated literary force and Detroit Poet Laureate.

ANNOUNCEMENT

Mrs. Mondowney, Executive Director, said the based on where she has been in this institution, she just wanted to let people know that she is prepared to retire. There will be more information forthcoming.

Mrs. Mondowney said that she has never wavered from DPL's passion statement, "I Love the Library, I Love What I Do and I Love Detroit!"

Mrs. Mondowney said that it has been an awesome experience, a little like the Six Flags rollercoaster, but in a good way.

President Hicks said that Mrs. Mondowney's retirement triggers a few things on the part of the Commission. He said that in DPL's last budget cycle, the Commission authorized \$250,000 for an executive search and this process will be implemented.

President Hicks said that the Commission is concerned about a transition that will keep the library running smoothly and a transition that will celebrate the life of a professional woman that has not only given seventeen years of service to the Detroit Public Library and the City of Detroit, but a nationally known woman relative to libraries.

President Hicks said that the Commission will coordinate with Mrs. Mondowney to have several conversations to determine the formal transition timeline and ensure major ongoing projects are addressed before her departure.

President Hicks reiterated that DPL will enter in a transition period and the Commission will be initiating the executive search process. He said that it is his objective to get this done in a reasonable, respectful, but an expedited fashion.

Commissioner Bounds offered her congratulations to Mrs. Mondowney saying that she knows that it was a hard decision to make.

Minutes were approved with corrections at the June 16, 2026 Commission Meeting

Commissioner Frierson-Haynes thanked Mrs. Mondowney for her services and everything she has done for the Detroit Public Library.

Commissioner Milton expressed gratitude for Mrs. Mondowney's leadership and partnering with community organizations.

Commissioner Hicks said that stabilization of the library though some difficult including the COVID-19 Pandemic speaks about Mrs. Mondowney legacy at the Detroit Public Library.

Commissioner Adams said that seeing this matter come before the Committee on Administration in respect to Mrs. Mondowney's retirement and transition period, has there been a determination of the transition period?

Commissioner Hicks and Frierson Haynes began to explain and upon hearing the information, Commissioner Adams said that it was a personnel matter.

ADJOURNMENT

Commission Milton moved to adjourn. Commissioner Adams supported.

The meeting was adjourned at 3:27 p.m.