DETROIT LIBRARY COMMISSION PROCEEDINGS
REGULAR MEETING
SEPTEMBER 15, 2026

The meeting was held at the Edison Branch Library. The meeting was also available via Zoom.

President Hicks called the Regular Meeting of the Detroit Library Commission to order at 5:59 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, Norfolk, Peele, Simon, Simmons, Tarleton, Williams

Also Present: Anthony Adams, Michael Agboh, Piper Amos, Teneca Chapman-Mills, India Davis, Detroit Documenters, Detroit's Notetaker, Deborah Dorsey, Latonya Foster, Ethel Franklin, Karen Garrett, Patrick Gordon, Laura Johnson, Xavier Jones, Joyce Krom, Karen Lemmons, Torria Love, Tina Manley, Tracy Massey, Carolyn Mosley, Yvette Rice, Matthew Stockert, Megan Summers, Brian Vance, Mattie Wiggins, Ericka Williams Jackie Williams, Jonathan Williams

APPROVAL OF THE DETROIT LIBRARY COMMISSION MEETING AGENDA

The following amendments were made to the agenda:

Commissioner Bounds requested to add an update from the Committee on Administration to include the following:

- Update on the current status of the Executive Director's contract
- Update on the status of the Executive Search Firm

Commissioner Williams requested to add the following:

- When is the full Commission expected to consider action on an interim agreement for the Executive Director?
- How is the September 2026 deadline for the RFP for the Executive Search Firm being handled?
- How will the full Commission receive regular communication in the progress of the Executive Director's transition plan in the agreement?

COMMISSION ACTION

Commissioner Bounds moved approval of the agenda with the amendments. Commissioner Frierson-Haynes supported.

Roll call:

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

The agenda was approved with the amendments.

APPROVAL OF THE REGULAR MEETING MINUTES OFJUNE 16, 2026 AND THE SPECIAL MEETING MINUTES OF JULY 21, 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 minutes were approved as presented.

PUBLIC COMMENTS

Latonya Foster – Expressed her excitement and gratitude about the updates to the Monteith Branch Library.

REPORT OF THE EXECUTIVE DIRECTOR

Ms. Deborah Dorsey, Executive Assistant, read the Executive Director's report of behalf of Mrs. Mondowney.

Library Card Campaign

During our 2025-2026 Library Card Campaign, DPL's Public Services team worked together to successfully register 30,916 new library card holders and renewed 28,550 library cards. Throughout the system, library staff encouraged the public to sign-up for a library card that provides access to DPL's many resources and services.

Building on this success, DPL is launching a new campaign theme and library card design for 2026-2027 that celebrates the connection between Detroiters and their Library. The campaign reflects the growing excitement and pride around Detroit and reinforces a simple message: Detroiters love their city, and DPL is part of what makes Detroit great. The campaign's branding concept and design were generously provided pro bono by 2050 Partners Inc., a Detroit-based marketing firm under the leadership of principal Tatiana Grant.

The FY2027 Library Card Sign-Up Campaign runs through June 30, 2027, with two major promotional periods: September, during Library Card Sign-Up Month, and April, during National Library Week. Promotional materials, including building banners, print materials, and incentives for new card registrations, will help bring the campaign message to the community.

The Stories of Us

The Detroit Public Library is partnering with The Stories of Us (TSOU), a nonprofit dedicated to amplifying local stories and civic imagination in cities across the United States. TSOU combines public art installations, a new storytelling platform, and community partnerships to elevate voices. This summer three locations in Detroit hosted the "Talking Drum" exhibition, featuring 25 large-scale Talking Drum sculptures. On the Main Library lawn, sculptures were on display this summer for nine weeks. Additionally, the library hosted artist talks, film screenings, workshops, and community conversations.

With the main exhibition over, five sculptures have been relocated to Main Library and four branch libraries – Conely, Wilder, Redford and Edison – so that more people can view the sculptures, listen to the artists' stories, and then share their own story. The public is invited to visit the Library's website, detroitpubliclibrary.org, for details about sharing their stories.

Summer Reading

The 2026 Summer Reading theme, "Unearth a Story," was the focus of programs and activities offered at all DPL branches. Thanks to our partnership with the Detroit Lions, we were able to provide eight winners with tickets to the Lions Community Day Training Camps and 23 winners with tickets to a preseason game.
A special thanks goes to the staff at the Duffield Branch who hosted the Lions Summer Reading Kick-off. Fourteen DPL locations participated in the Forgotten Harvest Summer Lunch Program which provided more than 4,455 meals to Detroit families this summer. The Wilder Branch participated in the "Meet Up Eat Up" program, and served 300 meals to children in that neighborhood.

Vision to Learn

DPL once again partnered with "Vision to Learn" which provides free eye screenings, eye exams and glasses to children and teens. During the summer, the program screened 297 youth, provided 233 eye exams, and 211 young people received glasses.

2027 Read to the Final Four

In April 2027, Detroit will host the NCAA Men's Final Four at Ford Field. As a lead up to that, the NCAA is sponsoring "Read to the Final Four,' a statewide literacy challenge to encourage a lifelong love of reading among third-grade students. On Wednesday, September 9, 2026, Main Library hosted the media kickoff for this initiative. Governor Whitmer, Mayor Sheffield, DPSCD Superintendent Dr. Vitti, and other community leaders, were among the attendees at the launch, which included special fun activities for third graders from several schools.

2026 Educators Night

On September 15, 4 p.m. – 7 p.m., Main Library is once again participating in Educators Night, an opportunity for teachers to learn about Detroit's cultural institutions and the resources available to support students throughout the year.

How DPL Serves the "Littles"

On August 12, 2026, the website secondwavemedia.com posted a story, "How Public Libraries Instill Literacy in Littles." DPL was one of three public library systems featured. Vernadette McAllister, DPL's coordinator of Children's Services, was quoted extensively as she described how the library system serves young children and their families.

She said “The library is one of the last free places that you go where you’re not expected to spend money. . . We try to eliminate as many barriers as possible, so families can come in and take advantage of everything we have to offer.”

ProjectArt Classes Continue for 2026-2027 School Year

ProjectArt will offer free art classes for children at the Main Library and the Duffield, Elmwood Park, Lincoln and Sherwood Forest branches from September 2026 through May 2027. Each location will host two one-hour classes each week. This marks DPL’s tenth year of partnership with ProjectArt, a New York City-based 501(c)(3) organization funded by grants and donations.
The program gives children free access to creative learning while strengthening the library’s role as a place for discovery and enrichment. Registration information is available on the Library’s website, detroitpubliclibrary.org.

Detroit PBS Kids

DPL will host the Detroit PBS Kids movie debut, *Sesame Street and the Great Elephant Adventure* on September 20, 2026. Several Head Start programs and kindergarten classes will be invited to attend the movie screening at Main Library.

2026 Staff Day

On Wednesday, October 7, 2026, the library system will be closed for our annual Staff Development Day. *“Turning the Pages Together: Building the Next Chapter of the Detroit Public Library”* is the theme for the day. All Library staff will gather at Main Library for the day to explore new opportunities to strengthen library services and programs, to support staff, and to better serve our community.

2026 Fall Authors Series @ Main Library

- **Wednesday, September 30 at 6:00 pm**: Emmy Award-winning filmmaker Phill Branch will sit down with fellow Hampton University alumna Jamila Holt Thompson to discuss his new memoir, *The Double Dutch Fuss*.

- **Saturday, October 3 at 2:00 pm**: Historian Dr. Edda L. Fields-Black will discuss her Pulitzer Prize-winning book *COMBEE: Harriet Tubman, the Combahee River Raid, and Black Freedom during the Civil War*, which provides a detailed analysis of the Combahee River Raid led by Tubman in 1863.

- **Sunday, October 4 at 2:00 pm**: Award-winning author and horror master Tananarive Due will talk about her latest novel, *Mazywood*, with Wayne State University historian Kidada Williams.

- **Tuesday, October 6 at 6:00 pm**: Disability rights activists Tiffany Yu and Ani Grigorian will share insights from Yu's forthcoming book, *The Anti-Ableist Manifesto.*

- **Tuesday, October 13 at 6:00 pm**: Acclaimed journalist and White House correspondent April Ryan will be joined by Detroit journalist Stephen Henderson to discuss her latest book*, Notes on a Blacklash: When a Black Woman Goes Viral.*

- **Wednesday, October 14 at 6:00 pm:** Deesha Philyaw shares the stage with Detroit writer Aaron Foley to discuss her latest novel, *The True Confessions of First Lady Freeman.*

2026 Detroit Month of Design

In collaboration with Design Core Detroit, DPL will host two events at Main Library and an exhibition as part of the "Detroit Month of Design Festival," the steward of Detroit's UNESCO City of Design designation.

Making Our Way to Midnight
September 5 - 30
Craft artist Olivia Eshe Holt presents a three-part ceramic tile installation mapping the Great Migration through handmade tiles—tracing familial ancestry from the post-Reconstruction South to Detroit and beyond through themes of celestial guidance, memory, and Black ingenuity.

"FOR THE LOVE OF"
September 12, 3 p.m.- 5 p.m.
Now in its third year, "FOR THE LOVE OF" is a fashion design incubator and annual runway presentation showcasing emerging Detroit designers whose collections reflect the mindset and craftsmanship of the city.

Design Moves the Future: Festival Closing Symposium
Detroit Cultural Center
September 26, 1 p.m.- 5 p.m.
The Month of Design closes out with an afternoon of presentations and panel discussions exploring how creative practice shapes Detroit's future. The event begins at Main Library and continues with a Design Crawl to the Hellenic Museum and Wayne State University's Prentis Building.

DPL's CFO Honored

The Michigan Association of Certified Public Accountants recognized Antonio Brown, DPL's Chief Financial Officer, with its 2026 Finance Visionary Award. The association noted that Mr. Brown, "has demonstrated how thoughtful stewardship can strengthen institutions and the communities they serve." Congratulations, Mr. Brown!

State of Michigan

- On July 20, 2026, DPL received a State Aid payment of $20,537 for the Library for the Blind and Physically Handicapped. This is the second half of the FY 2026 payment.
- On July 30, 2026, DPL received a State Aid payment of $352,067.08. This is the second half of the FY2026 payment.
- On August 28, 2026, the Library received a Renaissance Zone payment of $1,377,125.08

Wayne County

- On June 18, 2026, DPL received a payment of $330,865.97 from Wayne County for delinquent property taxes.
- On June 26, 2026, the Library received a payment of $5,366,731.83 from Wayne County for delinquent property taxes. This significant payment is because the amount that would have been subjected to Downtown Development Authority (DDA) tax capture, is no longer captured.
- On August 27, 2026, DPL received a payment of $92,273.96 for delinquent property taxes.
- On August 31, 2026, DPL received a payment of $792,497.64 for FY2026 penal fines.

DPL Foundation

The following grants were received on June 18, 2026 from the DPL Foundation:

- Support for the 2026 Youth Summer Reading Program, $15,000
- Acquisition of materials and programming for the Teen HYPE Center, $5,000
- Support for the National Automotive History Collection, $15,000
- Special Collections, acquisition of rare books, $15,000

On September 3, 2026, the following donations were received through the DPL Foundation:

- In honor of Michele Brown, Elmwood Park Branch, $100
- In memory of Avern Cohn, $900
- In memory of Katherine Watts, $22.50

Barbara C. Van Dusen Family Fund

On August 26, 2026, the Barbara C. Van Dusen Family Fund provided a $5,000 grant to DPL for the support of general operations.

Donation from William Babbage

On September 9, 2026, the Library received a donation of $2,000 from William Babbage.

DISCUSSION

Commissioner Williams asked about the payment that was no longer subjected to the Downtown Development Authority (DDA) tax captures.

Mr. Antonio Brown, Chief Financial Officer, explained that in 2017, the State of Michigan changed the law for allowing libraries to opt-out of tax captures. Unfortunately, the Detroit Public Library was not included in that law during its previous millage. Upon its millage renewal, the Detroit Public Library entered into the opt-out status.

COMMITTEE ON BUILDINGS

Approval to Contract with C & S Construction General Contractors for Front Entrance, Sidewalk and Retaining Wall Repairs at the Monteith Branch Library

The front entrance, sidewalk and retaining wall repair project at the Monteith Branch is necessary to address deteriorated exterior conditions and maintain a safe and accessible entrance for patrons and staff. The project includes repairs and/or replacement of the front steps, porch, sidewalk, and retaining wall to correct damaged and deteriorated areas and improve the overall condition of the property. Completion of this work will enhance safety, accessibility, structural integrity, and the overall appearance of the Monteith Branch.

An Invitation for Bid (IFB-TL-2182) was publicly advertised on the Michigan Inter-Governmental Trade Network (MITN) website at www.bidnetdirect.com, beginning July 17, 2026, and remained open until the official bid closing at 2:00 p.m. on August 7, 2026. A total of forty-six (46) firms downloaded the solicitation documents. A mandatory site visit was conducted at the branch location as part of the procurement process and were attended by seven (7) firms.

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

Vendor	Address	Bid Amount
C & S Construction General Contractors	1202 6th St., Wyandotte, MI 48192	$105,226.00
DiMambro Construction	1000 John R, Utica, MI 48083	$156,824.00
JMD Building Restoration	18370 Fitzpatrick St., Detroit, MI 48228	$198,300.00

C & S submitted the lowest responsive and responsible bid, successfully meeting the requirements of the IFB and demonstrated the ability to perform the work in accordance with the project specifications.

Therefore, the DLC Committee on Buildings recommends that the Detroit Library Commission approve and authorize the Finance and Business Office to enter into a contract with C & S Construction General Contractors to provide front entrance, sidewalk and retaining wall repairs at the Monteith Branch Library in an amount not exceed $105,226.00.

DISCUSSION

Commissioner Bounds asked what was timeline for completion of repairs?

Mr. Brown said it would be 6 - 7 weeks, weather permitting.

COMMISSION ACTION

Commissioner Hicks moved approval to contract with C & S Construction General Contractors for front entrance, sidewalk and retaining wall repairs at the Monteith Branch Library. Commissioner Frierson-Haynes supported.

Roll call:

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

The motion passed unanimously.

Approval to Renew Contract with Premier Group Associates, LLC for Snow Removal and De-icing Services at All Detroit Public Library Locations

As part of the renewal review, DPL conducted a performance assessment of Premier Group Associates' snow removal and de-icing services. The assessment identified concerns regarding snow accumulation at certain locations, coordination of snow removal activities, designated snow pile locations, de-icing procedures, and communication regarding service needs. DPL staff members Antonio Brown, Chief Financial Officer; Talisha Williams, Assistant Director of Security Operations; Randy Gies, Manager of Facilities Building Trades; and Keith Brooks, Acting Supervisor, Grounds Maintenance – Facilities, met with Premier Group Associates to review the assessment findings and discuss expectations for the upcoming season.

Following the meeting, Premier Group Associates submitted a Corrective Action Plan that addressed the concerns identified during the assessment and outlined measures to improve service delivery during the 2026–2027 snow season. DPL will monitor performance throughout the renewal period to ensure compliance with contractual service requirements and implementation of the corrective measures.

Snow Removal and De-icing Services
October 1, 2026 – September 30, 2027

Premier Group Associates, LLC
535 Griswold, Suite 1420
Detroit, MI 48226

Amount not to Exceed: $ 171,610.32

Therefore, the DLC Committee on Buildings recommends that the Detroit Library Commission approve and authorize the Finance and Business Office to enter into the final one-year renewal option for the snow removal and de-icing services contract with Premier Group Associates, LLC, for the period of October 1, 2026, through September 30, 2027, in an amount not to exceed $171,610.32. The renewal amount reflects a 3% increase from the previous contract year.

COMMISSION ACTION

Commissioner Hicks moved approval to renew contract with Premier Group Associates, LLC for snow removal and de-icing services at all Detroit Public Library locations. Commissioner Frierson-Haynes supported.

Roll call:

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

The motion passed unanimously.

SKILLMAN BRANCH LIBRARY RENOVATIONS UPDATE – INFORMATION ONLY

The Skillman Branch Renovation Project is funded through a $3,000,000 allocation from the Detroit Downtown Development Authority (DDA). The Detroit Building Authority (DBA) is serving as the Project Manager on behalf of the Detroit Public Library and is responsible for overseeing project planning, design coordination, procurement, and construction activities.

As previously reported, the original project completion date was June 2026. Due to project complexities and the need for additional evaluation and planning activities, the Library submitted a written request to the Detroit Downtown Development Authority on March 4, 2026, seeking an extension of time for project completion. The DDA subsequently approved the requested extension, allowing the project team to proceed with the necessary due diligence and construction planning.

A significant factor affecting the project schedule is the historic nature of the Skillman Branch facility. As a designated historic site, proposed improvements must comply with applicable historic preservation requirements. In particular, plans related to the restoration and replacement of the building's windows are subject to review and approval by the Detroit Historic District Commission before work can proceed.

This review process is critical to ensuring that all improvements preserve the architectural character and historic integrity of the facility.

The project's General Contractor, The Roy Company, has completed its initial assessment of the building. The contractor is currently developing specifications and restoration plans for the branch's historic windows. The preferred approach is to remove the windows and have them restored off-site, which would allow the work to be completed more efficiently and minimize the project's overall duration. However, if further evaluation determines that removal could compromise the integrity of the windows or surrounding building components, restoration work may need to be performed on-site. Should on-site restoration be required, the project schedule could be extended by approximately three to four months.

Additional project components include:

- •Replacement of the computer room flooring;
- •Roof repairs;
- •Door repairs;
- •Concrete replacement and related exterior site improvements; and
- •Window restoration and installation.

The computer floor replacement, roof repairs, and door repairs are anticipated to occur during the fall and winter construction seasons. Current project schedules project substantial completion of the concrete work and window installation by June 2027, subject to regulatory approvals, weather conditions, and final determinations regarding the method of window restoration.

Library Administration will continue to work closely with the Detroit Building Authority, The Roy Company, and historic preservation officials to advance the project and will provide the Committee with periodic updates as major project milestones are achieved.

COMMITTEE ON FINANCE

Approval to Contract with Moss for Video Surveillance Upgrade Services for the Detroit Public Library

This project is necessary to replace the Library's existing video surveillance equipment with a new, modern video surveillance system. The replacement will provide updated cameras, recording equipment, and video management software to improve the reliability and performance of the Library's security system.

Completion of this project will provide the Library with a fully replaced video surveillance system that supports the ongoing safety and security of patrons, staff, facilities, and Library assets. The new system will improve system reliability, support incident investigations, and ensure the Library has a modern surveillance platform for its security operations.

A Request for Proposals (RFP-TL-2181) for Video Surveillance Upgrade Services was advertised on the Michigan Inter-Governmental Trade Network (MITN) website, www.bidnetdirect.com, from May 27, 2026, through the proposal due date of July 7, 2026, at 2:00 p.m. During the solicitation period, the RFP was downloaded by one hundred eighty-three (183) firms. Approximately twenty-six (26) firms attended the mandatory pre-proposal meeting, and seven (7) proposals were submitted. Two firms were determined to have submitted non-responsive proposals.

The five (5) remaining firms were reviewed and scored by a committee consisting of Talisha Williams, Assistant Director of Security Operations; Rudy Dale, Assistant Director of Information Systems; Christine Peele, Assistant Director, Public Services; and Dawanna Veasley, Manager of Security Operations. Evaluations were conducted in accordance with the criteria established in the RFP.

The evaluation results are as follows:

		Moss		Knight Watch		Maximized Security Systems		Technology Install Partners		Ferndale Electric	
		Grand Rapids, MI		Kalamazoo, MI		Detroit, MI		Cleveland, OH		Madison Hgts, MI	
		$1,778,960.29		$2,829,240.55		$2,993,709.29		$3,169,637.00		$4,917,746.00	
Evaluation Criteria	Weight	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score
Cost Proposal	15%	7.2	11%	4.5	7%	4.3	6%	4.0	6%	2.6	4%
Qualifications & Experience	20%	7.5	15%	6.8	14%	8.8	18%	7.8	16%	7.3	15%
Technical Approach/Proposed Solution	25%	8.0	20%	6.8	17%	9.0	23%	8.0	20%	7.0	18%
Project Understanding & Methodology	20%	7.8	16%	6.5	13%	9.0	18%	7.5	15%	7.0	14%
Project Team & Staffing	10%	7.5	8%	6.5	7%	8.8	9%	6.3	6%	6.8	7%
References/Past Performance	10%	8.0	8%	6.5	7%	9.0	9%	7.0	7%	7.5	8%
Overall Ranking	100%		77%		63%		82%		70%		64%

Following interviews and system demonstrations conducted by Moss, Knight Watch, and Maximized Security Systems, Moss was determined to be the firm best qualified to provide the video surveillance system upgrade for the Detroit Public Library. Moss demonstrated a strong understanding of the Library's security needs, presented a comprehensive, user-friendly solution, and offered the best overall combination of experience, technical approach, and cost. Accordingly, Moss is recommended for award.

This capital expenditure requires the use of fund balance. The current fund balance is $53,734,874. With approval of this project, administration is also seeking approval to amend the FY2027 budget to increase accounts 475100 Prior Year Surplus and 644124 Capital Outlay by $1,956,856, leaving a remaining fund balance of $51,778,018.

Increase	475100 Prior Year Surplus	$1,956,856
Increase	644124 Capital Outlay	$1,956,856

Therefore, the DPL Committee on Finance recommends that the Detroit Library Commission approve and authorize the Finance and Business Office to enter into a contract with Moss for the Video Surveillance Upgrade in an amount not to exceed $1,956,856.32, consisting of the base contract amount of $1,778,960.29 and a 10% contingency of $177,896.03. Also, approval to amend the FY2027 budget to use fund balance in the amount of $1,956,856.

COMMISSION ACTION

Commissioner Hicks moved to take $1,956,856.32 from DPL's fund balance to fund this video surveillance upgrade project. Commissioner Frierson-Haynes supported.

Roll call:

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

The motion passed unanimously.

COMMISSION ACTION

Commissioner Hicks moved to contract with Moss for video surveillance upgrade services for the Detroit Public Library. Commissioner Bounds supported.

Roll call:

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

The motion passed unanimously.

Approval to Contract with Management Advisory Group International, Inc. for Compensation and Classification Study and Market Salary Survey Services for the Detroit Public Library

This project is necessary to assist the Library in conducting a comprehensive compensation and classification study and market salary survey to evaluate the effectiveness, equity, and competitiveness of its current compensation structure. The consultant will review existing job classifications, assess internal pay relationships, conduct market comparisons, and gather input from Library leadership and staff to identify opportunities for improvement.

Completion of this project will provide the Library with updated recommendations regarding position classifications and compensation practices, helping to ensure that employee pay is aligned with job responsibilities and prevailing market conditions. The study will support informed workforce planning, budgeting, recruitment, and retention efforts while providing a framework for maintaining fair, consistent, and sustainable compensation practices throughout the organization.

A Request for Proposals (RFP-TL-2179) for Compensation and Classification Study and Market Salary Survey Services was advertised on the Michigan Inter-Governmental Trade Network (MITN) website, www.bidnetdirect.com, from April 9, 2026, through the proposal due date of May 12, 2026, at 2:00 p.m. During the solicitation period, the RFP was downloaded by ninety-eight (98) firms. Approximately ten (10) firms attended the mandatory pre-proposal meeting, and seven (7) proposals were submitted.

The seven (7) firms were reviewed and scored by a committee consisting of Antonio Brown, Chief Financial Officer; LaTanya Tarleton, Human Resources Director; Rudy Dale, Assistant Director of Information Systems; Ethel Franklin, Supervisor, Payroll Services; and Alma Simmons, Special Assistant to the Executive Director. Evaluations were conducted in accordance with the criteria established in the RFP.

The evaluation results are as follows:

		AiA Partners Consulting		American Society of Employers		Gallagher Benefit Services		Management Advisory Group International	
		Cincinnati, OH		Troy, MI		Rolling Meadows, IL		Fairfax, VA	
		$ 24,440.00		$ 72,925.00		$65,695.00		$ 46,400.00	
Evaluation Criteria	Weight	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score
Cost Proposal	15%	8	12%	3	4%	3	5%	4	6%
Experience	25%	6	15%	9	23%	9	22%	9	23%
Approach & Methodology	30%	6	19%	8	25%	8	23%	9	26%
Project Management & Timeline	15%	6	9%	8	13%	8	12%	8	13%
Deliverables & Reporting	15%	6	9%	8	12%	8	12%	8	13%
Overall Ranking	100%		64%		77%		74%		80%

		Segal		Thruline Compensation Consulting		Valliant Consulting Group	
		Washington, DC		Bozeman, MT		Albuquerque, NM	
		$ 125,000.00		$ 105,000.00		$ 19,850.00	
Evaluation Criteria	Weight	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score
Cost Proposal	15%	2	2%	2	3%	10	15%
Experience	25%	10	25%	6	15%	6	16%
Approach & Methodology	30%	9	26%	7	20%	6	17%
Project Management & Timeline	15%	8	13%	6	10%	6	9%
Deliverables & Reporting	15%	9	13%	7	10%	6	9%
Overall Ranking	100%		79%		58%		66%

Based on the evaluation results, American Society of Employers, Management Advisory Group International, Inc., and Segal were identified as the highest-ranked firms and were invited to participate in interviews and presentations before the evaluation committee.

Following completion of the interview and presentation process, Management Advisory Group International, Inc. was determined to be the firm best qualified to provide compensation and classification study and market salary survey services for the Detroit Public Library.

Management Advisory Group International, Inc. demonstrated a strong understanding of the Library's compensation and classification objectives, presented a comprehensive methodology, and offered a balanced combination of experience, approach, and cost. Accordingly, Management Advisory Group International, Inc., is being recommended for award.

Therefore, the DLC Committee on Finance recommends that the Detroit Library Commission approve and authorize the Finance and Business Office to enter into a contract with Management Advisory Group International, Inc. for Compensation and Classification Study and Market Salary Survey Services in an amount not to exceed $46,400.00.

DISCUSSION

Commissioner Frierson-Haynes asked what was the timeline for the completion of the compensation and classification study.

Ms. Latonya Tarleton, Human Resources Director, said it would take 4 – 6 months.

COMMISSION ACTION

Commissioner Hicks moved to contract with Management Advisory Group International, Inc. for compensation and classification study and market salary survey services for the Detroit Public Library. Commissioner Bounds supported.

Roll call:

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

The motion passed unanimously.

Approval of Estimated Budget for Knapp Branch Building Renovation

Administration is seeking approval to renovate the Knapp Branch Library, located at 13330 Conant near E. Davison. Built in 1950, the branch is approximately 5,800 square feet and, together with the Lincoln and Wilder branches, serves the northeast area of Detroit.

The Knapp Branch was closed in December 2025 following the failure of the building's boiler. Installation of a new boiler was completed in April 2026 under an emergency contract. During the closure, staff conducted a broader assessment of the building and identified the need to abate and replace the original flooring.

Because the flooring project is necessary, staff recommend using this opportunity to complete a comprehensive interior renovation of the branch. *MCD, which provides architectural and engineering services to DPL on an as-needed basis, prepared the following construction cost estimate for the project.*

	Task	Cost FY27	Timeline
Construction			
1	Demo/disposal of shelving & built-ins (Work performed by in-house staff) *COMPLETED*	$0	June 2026
2	Abatement *COMPLETED*	$16,500	June 2026
3	New acoustical ceiling (Work performed by in-house staff; budgeted for supplies only)	$18,000	October 2026
4	New interior lighting (Work performed by in-house staff; budgeted for supplies only)	$7,000	October 2026
5	Electrical/data cannel cuts	$10,000	November 2026
6	Data drops	30,000	November 2026
7	Painting (Work performed by in-house staff; budgeted for supplies only)	$2,500	December 2026
8	New flooring	$52,500	January 2027
9	New north (back) entry & vestibule (inc. demo, frost slab)	$66,500	Spring 2027
10	New south (front) entry doors and glazing (incl. demo)	$59,500	Spring 2027
11	New utility door north exterior wall	$14,000	Spring 2027
12	New exterior lighted sign	$17,500	Spring 2027
13	New millwork (service desk, program room storage)	$49,000	January 2027
14	New blinds, South windows	$21,000	January 2027
15	Construction Sub-Total	**$364,000**	
16	Contingency (15%)	**$54,600**	
17	New shelving (estimate by Library Design Associates)	$87,500	January 2027
18	New furniture (estimate by Library Design Associates)	$140,000	Jan/Feb 2027
19	Furniture Sub-Total	**$227,500**	
20	Computers/server set-up (no new expenses anticipated)	**$0**	Jan/Feb 2027
21	**TOTALS:**	**646,100**	

Notes:
1-Renovation of existing toilet rooms (public & staff) and staff Break Room not included.
2-No exterior work other than that noted above, is included

The estimated cost of the Knapp Branch renovation project is $646,100, which will be encumbered against the $1.5 million Capital Outlays allocation in the FY2027 budget. Consistent with the Library's Procurement Policy, project-related contracts and purchases expected to exceed $25,000 will be competitively bid and presented to the Commission for review and approval prior to award.

Minutes were approved at the October 20, 2026 Commission Meeting

If approved, Public Services staff will return to the building in February 2027, with an anticipated public reopening in late March 2027. The branch will close again for approximately 1-2 weeks in spring 2027 to allow for installation of the new doors. The public will be informed of this schedule through notices posted at the branch, on DPL's website and social media channels, and through outreach to key stakeholders, including neighborhood groups and schools.

The proposed renovation would restore the branch to service while providing a safe, welcoming, and modern environment for customers and staff. The project would also complement broader neighborhood reinvestment efforts, including significant improvements the City has made to Jayne Field and Lasky Recreation Center. Adjacent to Jayne Field, the Knapp Branch is a key part of this revitalized community campus, as evidenced by the City's recent construction of a new entrance drive and parking lot serving the branch. Renovating the branch would help ensure the library remains an active and attractive community asset within this renewed public space.

Approval is requested to undertake renovations at the Knapp Branch with an estimated budget commitment of $646,100 in FY2027.

DISCUSSION

Commissioner Bounds said that she appreciated the plan the renovate the Knapp Branch Library and asked if the Commission should expect Request for Proposals (RFP) soon.

Mr. Brown said that some of the work will be completed by internal staff. Bids will be issued for work that needs to be completed by contractors.

COMMISSION ACTION

Commissioner Hicks moved approval of the estimated budget for the Knapp Branch Building Renovation. Commissioner Williams supported.

Roll call:

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

The motion passed unanimously.

Approval of the Routine Report on Finance

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	June 2026 to August 2026		$3,462,600.78
2. Total Vouchers-processed on FUSION	June 2026 to August 2026		$4,709,623.45
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		Paid 6/9/2026	$18,971.50
7. FY2026 VEBA			$0.00
8. FY2026 Debt Service Interest for 2014B(1) & 2014B(2) Notes			$0.00
		Total processed by City of Detroit	**$8,191,195.73**
PAYMENTS PROCESSED BY DPL:			
1. Public Funds/Comerica checking	Checks	1446 - 1447	$11,194.50
2. Branch & Main Checking account	Checks	10035-10184 and ACH	$121,746.73
3. Branch & Main Checking account Electroinic Fund Transfer (EFT)		paid 6/11/2026, 7/13/2026 & 8/11/26	$9,047.85
		Total processed by DPL	**$141,989.08**
Grand Total			**$8,333,184.81**

Summary of Expenditures Restricted/Designated Funds			
1. Burton Endowment Checking	Checks	8376 - 8377	$6,500.00
2. O'Brien Checking	Checks	5145 - 5150	$2,688.39
3. Programs & Gifts Checking Account	Checks	3096 - 3104	$6,475,000.87
Grand Total			**$6,484,189.26**
Programs & Gifts Checking Account:			
Invoice # 11878278, dated 3/31/26 - Interpretive phone services			$47.26
To transfer purchase back to General Fund (GF)			$100.97
Transfer acquisition for Hackley collection to General Fund (GF)			$3,000.00
To transfer State Aid Library for the Blind and Physically Handicapped (LBPH) to General Fund (GF)			$20,537.00
To transfer Detroit Library Cooperative FY26 administrative services fees to General Fund (GF)			$337,854.00
To transfer State Aid to General Fund (GF)			$352,067.08
To transfer Wayne County delinquent tax **(April $63,796.76, May $330,865.97, June 2026 $5,366,731.83)** Electronic Fund Transfer (EFT) to General Fund			$5,761,394.56
			$6,475,000.87

Credit Card Expenditures	
1. Executive Director	$ -
2. Executive Director's Office-used for general office purpose	-
3. Chief Financial Officer	477.26
4. Human Resources Department	867.00
5. Marketing Department	3,569.14
6. Technical Services	2,157.26
7. Facilities Department	7,231.27
8. Information Technology	300.78
9. Procurement	703.59
10. Security	873.27
11. Public Services	6,520.77
Grand Total	**$22,700.34**
NOTE: These are May and June 2026 Credit Card purchases	

Minutes were approved at the October 20, 2026 Commission Meeting

DISCUSSION

Commissioner Bounds asked about a late lease payment for the Elmwood Park Branch Library.

Mr. Brown explained that the lease management changed and did not record DPL's annual lease payment and continued to bill them monthly. The new company was also not a registered vendor with the City of Detroit which is a requirement because certain payments are processed though the City of Detroit on behalf of the library.

Mr. Brown said that the late payment fee was being contested and he will continue to update the Commission on the status.

COMMISSION ACTION

Commissioner Hicks moved approval of the routine report on finance. Commissioner Bounds supported.

Roll call:

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

The motion passed unanimously.

COMMITTEE ON ADMINISTRATION – UPDATES

Executive Director's Contract

President Hicks asked Commissioner Frierson-Haynes, Chair, Committee on Administration (COA), to address concerns about the Executive Director's contract.

Commissioner Frierson-Haynes said that the Committee on Administration (COA) met with DPL's attorney on July 30, 2026, to draft a contract for the Executive Director after the July 21, 2026 Special Commission meeting. She said that the COA worked through some things in the contract. The attorney sought clarification from Human Resources for certain things and brought the information back to the COA to review.

Commissioner Frierson-Haynes said that the COA created a final copy of the contract to give to the attorney. The attorney presented the contract to the Human Resources department who then presented the contract to the Executive Director on Tuesday, September 8, 2026.

Commissioner Frierson-Haynes said that the contract went to the Human Resources (HR) department because in past practice, the COA would work on the contract, then present it to HR who would then present it to the Executive Director to make modifications and recommendations. She said that the COA was waiting for the Executive Director to review the contract with her attorney.

President Hicks, also a member of the Committee on Administration, said that scheduling issues caused time constraints in creating the contract. He said the Commission received a copy of the draft contract.

Commissioner Bounds said that following the July 21, 2026 Special Commission meeting, it was her understanding that the COA would work on drafting the contract and the Commission would review it.

Commissioner Williams said that she and other Commissioners were not given the proper updates after the July 21, 2026 Special Commission meeting. They did not receive a copy of the contract until yesterday, September 14, 2026, after Commission members requested a copy of it. She said that some Commission members did not receive a response from the COA to questions that were asked.

Commissioner Bounds requested to have a closed session at the October 20, 2026 Commission meeting to discuss a personnel matter, the Executive Director's contract, to ensure all of the Commission are in agreement with the elements in the contract.

President Hicks said that in order to exercise an option to have a closed session under the Open Meetings Act, there has to be a reason. He said that a general reason had not been articulated at this meeting.

Commissioner Bounds said that she cited the following two reasons of the Open Meetings Act that would allow the Commission to schedule a closed session at the next Commission meeting:

1. Personnel Matter
2. Executive Director's Contract – Attorney Client Privilege

Commissioner Bounds said that the full Commission did not delegate authority to the COA to negotiate the contract. The Commission did refer drafting the contract to the COA. Commissioner Bounds said that the full Commission should weigh in on the specifics of the contract.

President Hicks said that he was looking at past practices and did not think the COA was operating outside of past practices. He said that at the July 21, 2026 Special Commission meeting, the COA asked the Commission for recommendations and input on the items that would be included in the contract.

Commissioner Williams said that she was thankful for the work the COA did on taking the recommendations from the Commission in creating the contract. However, her concern was being left in the dark while the COA worked on the contract.

President Hicks said that the idea of delegating something to a committee is to have the committee do the work.

Commissioner Williams said that the Commission was supposed to meet to discuss the results of the July 30, 2026 COA meeting about the Executive Director's draft contract. However, it did not happen.

President Hicks said that setting arbitrary meeting schedules and not accomplishing the work in between the meeting schedules, puts the COA in a difficult situation.

Commissioner Bounds said that she appreciated the work the COA did in creating the draft contract. However, the draft contract was sent informally to the Commission via email.

Commissioner Bounds requested to add a closed session at the October 20, 2026 Commission meeting and would like the draft contract formally submitted to the Commission in a packet to discuss. She said that there were certain edits that she would like to make.

Commissioner Bounds said that as a Commission, they should review the contract collectively before reaching a vote because it would give them an opportunity to correct some issues.

President Hicks said that he would recognize that Commissioner Bounds put forth a motion to add a closed session at the October 20, 2026 Commission meeting to discuss the draft copy of the Executive Director's contract. However, he would oppose the motion. He said we will see if the motion prevails with the four members present at this meeting. He said if the motion does not prevail, then the motion disappears from the table.

COMMISSION ACTION

Commissioner Bounds moved to add a closed session to the October 20, 2026 to discuss the Executive Director's draft contract. Commissioner Williams supported.

Roll call:

- Bounds Yes
- Frierson-Haynes Yes
- Williams Yes
- President Hicks No

The motion passed.

NOTED

President Hicks said that the Commission would still have to vote at the October 20, 2026 meeting to enter into a closed session.

Executive Search Firm

President Hicks said that the COA is in the process of reviewing similar searches and past search documents. A draft will soon be created for an RFP to present to the Commission.

President Hicks also suggested that the search committee include one or two Commissioners instead of the search committee including staff only.

NOTED

At the September 9, 2026 Committee on Administration meeting, Mr. Antonio Brown, Chief Financial Officer, said the following:

Mr. Brown said that he would caution against the suggestion of including one or two Commissioners on the evaluation committee of the search firm because of the importance of maintaining the independence of the governing body and integrity of the procurement process. He said whoever is appointed to the evaluation committee for the search firm is also going to vote up or down the actual contract of the search firm.

He said that it is often discouraged that a member of a governing body serves on the evaluation committee for a particular procurement.

OLD BUSINESS

Commissioner Bounds asked for an update on the buildings assessment.

Mr. Brown said that all of DPL's buildings have been walked though and assessed by the contractors including Main Library. The contractors are currently drafting reports and the results have been sent to the cost estimator.

Mr. Brown said that an anticipated draft report is expected by the end of September or early October for administration to review and make any necessary corrections or edits.

The contractors are expected to make a presentation on their findings to the full Commission at the October or November meeting.

ACKNOWLEDGMENT

Commissioner Williams thanked the Library for doing a wonderful job hosting the Read to the Final Four press conference. She said that the Detroit Public Library's Executive Director, Jo Anne G. Mondowney, was present along with Governor Gretchen Whitmer, Mayor Mary Sheffield, and the superintendent of the Detroit Public Schools Community District (DPSCD), Dr. Nikolai Vitti. She said that several schools attended the event and everyone enjoyed sharing their memories of the library.

ADJOURNMENT

President Hicks moved to adjourn. Commissioner Frierson-Haynes supported.

The meeting was adjourned at 7:34 p.m.