

**DETROIT LIBRARY COMMISSION PROCEEDINGS
REGULAR MEETING
SEPTEMBER 16, 2025**

NOTED

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

President Adams called the Regular Meeting of the Detroit Library Commission to order at 1:40 p.m.

Roll call attendance:

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

Commissioner Milton joined the meeting at 1:45 p.m.

Commissioner Vaughn joined the meeting at 2:00 p.m.

Administrative Staff: Mondowney, Brown, Bruni, Dale, Funchess, Norfolk, Peele, Powell, Simmons, Simon, D. Williams, T. Williams

Present Also: Umar Abdul-Malik, Hyden Al-najar, Janet Batchelder, J. Bostian, Claude C., Enid Clark, India Davis, Deborah Dorsey, Katie Dowgiewicz, Sean Everett, Latonya Foster, Ethel Franklin, Ken Gabriel, M. Garcia, Karen Garrette, Tyrand Goodwin, Jocelyn Harris, J.W. Henderson, Elena Herrada, Chalonie Hoelscher, K. Jackson, DeAidre Jones, Shinauda Jones, Laura Kennedy, Frank Kijoga, E. Kozakowski, Joyce Krom, Karen Lemmons, Tracy Massey, Roseann Miallef, Emma Miller, T.C. Mills, Carolyn Mosley, Tasleema Muntaqim, Mark Owens, Gwendolyn Peoples, Yolanda Peoples, Leroy Pettigrew, Yvette Rice, Heidi Sargis, James Scott Jr., Bill Schuster, Cully Sommers, Janis Strickland, Megan Summers, Brian Vance, Dawanna Veasley, Mattie Wiggins, Cheryle Williams, Jacqueline Williams, K. Williams, Cheryl Wright

Minutes were approved at the October 21, 2025 Commission Meeting

APPROVAL OF THE DETROIT LIBRARY COMMISSION MEETING AGENDA

COMMISSION ACTION

Commissioner Hicks moved approval of the Detroit Library Commission's agenda. Commissioner Short supported.

The agenda was approved as presented.

PUBLIC COMMENTS

Gwendolyn Peoples – She expressed her concerns about the reopening of the Monteith Branch Library. She said that she had attended several Commission meetings with the same issue but no solution. She asked the Commission “what can you do to get the Monteith Library reopened?” She said that the Library is very valuable to the community. She read an excerpt from a letter written by her granddaughter that said “Libraries are the lifelines for the youth.” Ms. Peoples also suggested opening a new state-of-art library to replace Monteith Library.

President Adams responded by saying that the Commission did visit the Monteith Library and made some assessments. They asked the staff to review alternative uses because right now it is cost prohibitive to open the entire building. Plans to reopen are being worked on and bids for repairs have gone out. An announcement to reopen will be made once the contractors are selected to determine the scope of work. There is no confirmed date to reopen until the work is completed.

Elena Herrada – Expressed her concerns about the bureaucracy of getting much needed updates at the Bowen Branch Library including parking, a first-floor restroom and handicap accessibility.

Latonya Foster – She asked if the community will be engaged in identifying alternative solutions in reopening the Monteith Branch Library.

Jocelyn Harris – Expressed her concerns about the Bookmobile not serving the needs of the people in the Monteith Branch Library community. She said that the Bookmobile shows up when people are at work and children are in school. She said the community has to canvass the neighborhood to let people know that the Bookmobile is in the area.

APPROVAL TO ENTER INTO A CLOSED SESSION MEETING

Commissioner Hicks moved to enter into a closed session to discuss the following matters:

- Legal Matter - Settlement – **Action Item**
- Legal Matter - **Information Only**

Commissioner Frierson-Haynes supported.

Roll call vote:

- | | |
|-------------------|-----|
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ Hicks | Yes |
| ➤ Milton | Yes |
| ➤ Short | Yes |
| ➤ President Adams | Yes |

The closed session began at 1:54 p.m.

APPROVAL TO COME OUT OF CLOSED SESSION MEETING**NOTED**

Commissioner Short left the meeting at 2:50 p.m.

Commissioner Hicks moved approval to come out of the closed session meeting.
Commissioner Milton supported.

Roll call vote:

- | | |
|-------------------|-----|
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ Hicks | Yes |
| ➤ Milton | Yes |
| ➤ Vaughn | Yes |
| ➤ President Adams | Yes |

The closed session ended at 3:13 p.m.

The regular meeting resumed at 3:13 p.m.

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Approval of the Ahead in the Cloud vs. the Detroit Public Library Settlement

COMMISSION ACTION

Commissioner Hicks moved to table this action until the next Commission meeting. Commissioner Milton supported.

Discussion

Commissioner Hicks requested additional information and clarification to be submitted to the Commission about the settlement.

President Adams said that the Commission received an opinion from DPL's legal counsel in a closed session meeting about the settlement. The Commission would like to receive more information with respect to the calculation of the payments, along with supporting evidence of the payments that were made to Ahead in the Cloud.

President Adams said that when that information is received by the Commission, it is then appropriate to bring this action back before the Commission for consideration.

Roll call vote:

- | | |
|-------------------|-----|
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ Hicks | Yes |
| ➤ Milton | Yes |
| ➤ Vaughn | Yes |
| ➤ President Adams | Yes |

This action was tabled.

Legal Matter Update – Information Only

President Adams noted that the information was received by the Commission.

Approval of the Regular Meeting Minutes of June 17, 2025 and the Special Meeting Minutes of August 27, 2025

Commissioner Hicks moved approval of the meeting minutes. President Adams supported.

Roll call vote:

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- | | |
|-------------------|-----|
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ Hicks | Yes |
| ➤ Milton | Yes |
| ➤ Vaughn | Yes |
| ➤ President Adams | Yes |

The minutes were approved as presented.

REPORT OF THE PRESIDENT

President Adams welcomed everyone back and said that the Commission is looking forward to accomplishing a number of things.

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.

Wayne County Penal Fines (2014-2023) Release and Settlement

Following a 2024 investigation by the Library of Michigan and the Wayne County Treasurer's Office, it was determined that there had been ten years of miscalculating of penal fines for public libraries. The investigation determined that of the 29 public libraries in Wayne County eligible to receive penal fines, eleven libraries were overpaid and 18 libraries were underpaid. The total amount of the DPL underpayment was \$1,921,920. As a result of a release and settlement agreement, on August 1, 2025, the Library received its penal fines underpayment in the amount of \$1,921,920.

Summer Reading 2025

The Detroit Public Library's 2025 Summer Reading Program was a summer full of creativity, learning, and community connection. With the theme *Color Our World*, DPL's children's librarians offered engaging programs featuring Bluey, hands-on arts, music, STEM activities, and exciting field trips. Families explored beyond library walls with a scavenger hunt at the DIA, a Butterfly Expedition at Chandler Park Conservatory, and a visit to Detroit Abloom. Thanks to our amazing partners the Detroit Lions, Detroit PBS Kids, Wayne RESA, and Forgotten Harvest, programs reached more families. 150 youth completed the reading challenge, 96 families attended a free Lions game, and an average of 680 lunches per week were served at 14 DPL locations: Children's Library at Main, Chandler Park, Chaney, Conely, Duffield, Edison, Elmwood Park, Franklin, Hubbard, Jefferson, Knapp, Lincoln, Redford and Wilder.

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Java Jazz 2025

The 2025 Java & Jazz summer music series did not disappoint! The season was kicked-off with high energy, swinging-hips and encores by Detroit's Queen of the Blues, Thornetta Davis. Not to be outdone, the July concert was standing-room-only with the amazingly talented Joan Belgrave and her gifted friends. The ebullient Sean Dobbins and trio closed the series with some serious, jazz-centric numbers and outstanding musicianship. Detroit is truly a place where quality musicians and singers are made and the Detroit Public Library's Java & Jazz series is proud to showcase their performances.

Main Library's Sunday Schedule Returns

Beginning October 5, 2025, Main Library will resume Sunday service from 1:00 – 5:00 p.m. All regular services will be available as well as special programs for all ages. The Sunday schedule continues through May 17, 2026.

Sherwood Forest Branch Library Reopens

The Sherwood Forest Branch Library, located at 7117 W. Seven Mile Road, will reopen to the public on Monday, September 22, 2025. The branch was closed over the summer for maintenance. During its closure, updates to the facility included new exterior windows and repairs to the air conditioning system.

Library Card Sign Up Month

Every September, the American Library Association promotes "Library Card Sign-Up Month." This year's theme is "One Card, Endless Possibilities." In addition to encouraging all residents to get a library card, or renew their card during September, DPL is launching a year-long Library Card Sign-Up campaign that will run through June 30, 2026.

Designing After Hours: Artwork by Detroit Public Library Staff

DPL is presenting an art and poetry exhibition to showcase the Library's talented, artistic staff, who are employed throughout the library system. This exhibition, "Designing After Hours: Artwork by Detroit Public Library Staff," is presented in conjunction with Detroit Month of Design and will be on display in the Main Library's Galleria through fall 2025. We are honored to exhibit this artwork in our Galleria as we recognize the creativity of our staff. We would like to thank Camille Brewer for curating and coordinating this very fine exhibit.

2025 Educators Night

On Tuesday, September 23, 4–7 p.m., Main Library will participate in the Detroit Cultural Center’s Third Annual Educators Night.

During the evening, teachers will visit institutions to learn about the educational and cultural resources available that can enhance student learning. DPL will focus on its early childhood development and literacy resources. Thirteen other organizations, including The Henry Ford, Detroit Opera, and Detroit Outdoors/Detroit Parks and Recreation, will also be at Main Library to share their programs and educational resources.

AI x Library: Detroit

The AI x Library Project, in partnership with Google, is coming to the Detroit Public Library as part of its national campaign to raise awareness about Artificial Intelligence and its role in our future lives. During October 11-12, 2025, five free hands-on workshops at Main Library will focus on innovation, creativity and building inclusive futures with AI. Of special interest is an 11 a.m., October 11th workshop, “The Future of Work,” which will explore AI’s impact on careers and how to prepare for jobs of tomorrow. Details about the project’s workshops will be available on the Library’s website, detroitpubliclibrary.org.

Burton Historical Collection’s 2025 Summer Highlights

- The National Association of Negro Musicians (NANM) held their national convention in Detroit the week of July 13th. DPL’s Hackley Collection was established in 1943 when the Detroit Musicians’ Association, a local NANM Chapter, donated materials focused on the Black music performer. The Library named the collection in honor of Madame Emma Azalia Hackley, a Detroit music teacher, chorale director, singer and humanitarian. Conference activities included a July 15th concert in the Clara Stanton Jones Friends Auditorium, featuring Robert Sims and Alvin Waddles. There was also a reception in Adam Strohm Hall and an open house in the Hackley Collection Room.
- On July 28th, a film crew from PBS East Lansing, WKAR, spent four hours filming WSU history professor Karen Marrero, in the Burton Reading Room, for a documentary on Michigan’s Indigenous peoples. Professor Marrero spoke about Pontiac’s Uprising in which Fort Detroit was under siege from May to October 1763, by Pontiac, an Ottawa Chief, in an effort to drive the British out of the territory. The Burton has the original first-hand account of the siege by a person within the fort. The documentary will appear sometime this fall.
- Wayne County RESA organized a two-day conference, “Teaching Diverse Histories Summit,” for middle and high school teachers, August 13-14, in Detroit. Several offsite, hands-on field trips were scheduled at various organizations.

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On August 14th one such field trip was to Main Library. Thirteen teachers attended this program in the Explorers Room which included a viewing of a few of the more than 3,000 original Black Bottom photographs held in the Burton Collection.

Community Report for FY 2023/ 2024

The community report for FY 2023/ 2024, "A Testament to Service," has been published and distributed to all DPL locations. The report highlights a number of activities, events and initiatives during the past two years that demonstrate our commitment to continuously enlighten and empower Detroiters by providing diverse and dynamic pathways to literacy and learning. In addition, copies have been sent to partner organizations and community institutions. A digital copy of the community report is available at detroitpubliclibrary.org.

2025 Fall Pathways

The latest Pathways has been published and distributed in the Michigan Chronicle and to all DPL locations, as well as police precincts and community centers. The issue covers September - November and features our library card campaign, back-to-school programming, and upcoming author presentations.

Technology Catalog: October - December 2025

The Detroit Public Library is pleased to offer a robust selection of computer classes for customers. Library locations throughout the city provide technology instruction on a wide range of topics, from group classes to one-on-one assistance. In this catalog, you will find courses from basic computer skills, to Microsoft Office software, an introduction to the internet, to help searching and applying for jobs online. The classes are arranged by topic, and within that by library location, date and time.

DPL Foundation

On July 9, 2025, the Library received four donations from the DPL Foundation:

- \$10,000 from the Hester Fund for Special Collections for acquisition of Rare Books
- \$5,000 from the Doris Pugh Parker Fund for acquisition of children's literacy materials, Teen HYPE
- \$10,000 from the Grant Howell Fund for acquisition of National Automotive History Collection materials and supplies
- \$10,000 from the Vera Malone Fund for Children's Books and Digital Literacy Resources at the Bowen Branch Library.

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State of Michigan

- On July 15, 2025, DPL received \$20,537 in State Aid for the Library for the Blind and Physically Handicapped, located at the Douglass Branch Library.
- On July 16, 2025, DPL received \$351,601.80 in State Aid.
- On August 29, 2025, DPL received a \$1,409,969.10 Renaissance Zone payment.

Wayne County

- On June 18, 2025, DPL received \$202,196.48 for May 2025 delinquent property taxes.
- On June 27, 2025, DPL received \$4,722,009.21 for June 2025 delinquent property taxes.
- On August 15, 2025, the Library received \$44,940.21 for July 2025 delinquent property taxes.
- On August 19, 2025, DPL received \$687,076.96 for FY 2025 penal fines.

NOTED

Commissioner Milton thanked Mrs. Mondowney for bringing responsible A.I. educational workshops to the Detroit Public Library.

Commissioner Hicks suggested that one of the workshops should be devoted to looking at the misuse of A.I.

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

The Human Resources Department Report provides information regarding personnel actions from June 1, 2025 through August 31, 2025. The administration has approved these actions.

APPOINTMENTS (4)

Employee Name	Title	Hire date
Edwards, Tia	Librarian 2	June 9, 2025
Umeh, Beverly	Library Pre-Professional Assistant	July 21, 2025
Ashford, Alano	Library Customer Service Representative	August 4, 2025
Mast, Jill	Library Customer Service Representative	August 4, 2025

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SEPARATIONS (9)

Employee Name	Title	Last Day Worked
Westlock, Soren	Library Customer Service Representative	June 12, 2025
Jackson, Erin	Library Customer Service Representative	June 14, 2025
Robinson, Seddrick	Library Procurement Agent	June 16, 2025
Lawrence, Katrina	Librarian 2	July 19, 2025
Cohen, Sarah	Library Customer Service Representative	July 23, 2025
Jones, Ian	Library Customer Service Representative	August 9, 2025
Korenowsky, Christopher	Library Chief of Operations	August 14, 2025
Hogan, Holly	Library Customer Service Representative	August 22, 2025
Brewer, Camille	Librarian 2	August 24, 2025

POTENTIAL RETIREMENTS (0) Pending COD Approval**RETIREMENTS (6)**

Employee Name	Title	Last Day Worked
Mannino, Joann	Librarian 3	June 6, 2025
Ward, Grace	Librarian 2	June 14, 2025
Kordyban, Mary	Library Department Manager	June 30, 2025
Smith, Regina	Library Coordinator Major Activity	July 5, 2025
Shane, Phillip	Library Technical Training Associate	July 11, 2025
Abbott, Annie	Library Customer Service Representative	August 30, 2025

SICK LEAVE PAYOUTS (1)

Employee Name	Title	Payout Date
Moore, Deltrinee	Library Director of Human Resources	August 8, 2025

<u>POSITIONS</u>		
	August 2025	August 2024
Vacant Positions to be filled	65	71.5
Filled Budgeted Positions	244	240.5
Not Actively Being Recruited FY26	16	13
Total Budgeted Positions	325	325

POSITION	FY26 POSITIONS	FILLED POSITIONS	VACANT POSITIONS
Director's Office	6	5	1
FBO	10	9	1
Human Resources	7	6	1
Facilities/Shipping	23	20	3
Information Systems	8	8	0

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Marketing/Print Shop	6	6	0
Public Services	3	2	1
Librarian, Coordinator	4	2	2
Librarian, Manager	25	25	0
Librarian III, Assistant Manager	36	29	7
Librarian II/I/Pre-Pro	42	26	16
Technical Training Associate	30	23	7
Office Support Asst/Tech Svs Asst	11	10	1
Senior Customer Rep (Clerk)	11	10	1
Bookmobile Operator	2	2	0
Customer Service Reps (FTE's)	57	38	19
Custodians	5	4	1
Circulation Manager	1	1	0
Tech Processing Manager	1	1	0
Principal Clerk	2	2	0
Security	19	15	4
Sub-Total	309	244	65
<i>* Positions not actively recruiting/filled for FY26</i>	<i>16</i>		
Total	325		

DPL currently has a total of **325 budgeted positions**. Of the total positions, **244 are filled, and 81 are vacant**. The Human Resources Department is actively recruiting for 26 of the 81 vacant positions.

COMMISSION ACTION

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

Discussion

Commissioner Frierson-Haynes asked what is being done to fill the vacant positions?

Mrs. Mondowney said that the main goal is filling the Director for Human Resources position.

Ms. Debra Williams, Interim Head of Human Resources, said that she is working closely with Ms. Margaret Bruni, Director for Public Services, and Ms. Christine Peele, Assistant

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Director for Public Services, on modifying the talent acquisition process to make sure that we are targeting, interviewing and selecting the right candidates for the vacant positions.

Commissioner Frierson-Haynes asked about the vacant CSR positions and the high turnover.

Ms. Williams stated that the CSR positions, with few exceptions, are part-time positions. The position comes without benefits and pays about \$12.50 - \$12.75 per hour. She thanked Ms. Bruni and Ms. Peele for now allowing candidates for this position to have 1st, 2nd and 3rd choices of which CSR vacant position they would like to be considered for. The schedule/shift for the position is also being posted.

Ms. Williams also said that we are more robust as how we are sourcing for candidates and tailoring it to the vacant positions, particularly with the CSR's. She said that she reached out to the CEO of Detroit at Work and now all of DPL's positions are posted on Detroit at Work.

Roll call vote:

- | | |
|-------------------|-----|
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ Hicks | Yes |
| ➤ Milton | Yes |
| ➤ Vaughn | Yes |
| ➤ President Adams | Yes |

The motion passed unanimously.

COMMITTEE ON FINANCE

Approval to Contract with Avalon Technologies for Infrastructure Refresh at Main Library

Avalon Technologies, an authorized Dell Computer service provider, has submitted a comprehensive proposal to refresh the Detroit Public Library's (DPL) data center infrastructure. The scope of this project includes upgrades to the Storage Area Network (SAN), VMware hosts, backup servers, and associated professional services.

Minutes were approved at the October 21, 2025 Commission Meeting

The existing infrastructure was installed in 2020 and is now outdated. The original lease expired on June 30, 2025. Following a thorough evaluation of historical usage and future requirements, conducted jointly by the Information Systems Assistant Director and representatives from Avalon Technologies, it was determined that a refresh is necessary to maintain the relevance, performance, and security of DPL's information systems.

This upgrade will be implemented at the Main Library and will ensure that DPL's primary data center hardware and software meet current technology standards. The total project cost is \$196,675.34, based on Dell's Midwestern Higher Education Commission (MHEC) Contract No. MHEC-04152022, which has been extended through June 29, 2029. This sole-source national contract qualifies DPL for preferred pricing and includes a 5-year lease agreement with ongoing maintenance and updates.

Therefore, the Detroit Library Commission (DLC) Committee on Finance recommends that the Commission authorize the Finance and Business Office to enter into a 5-year lease agreement with Avalon Technologies for the implementation of the data center refresh at the Main Library. The total cost shall not exceed \$196,675.34, with an annual cost not to exceed \$39,335.07.

COMMISSION ACTION

Commissioner Vaughn moved approval to contract with Avalon Technologies for Infrastructure Refresh at Main Library. Commissioner Hicks supported.

Roll call vote:

- | | |
|-------------------|-----|
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ Hicks | Yes |
| ➤ Milton | Yes |
| ➤ Vaughn | Yes |
| ➤ President Adams | Yes |

The motion passed unanimously.

COMMITTEE ON FINANCE

Approval of the Routine Finance Report

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

Minutes were approved at the October 21, 2025 Commission Meeting

<u>Summary of Expenditures</u>			
<u>PUBLIC FUNDS</u>			
<u>PAYMENTS PROCESSED BY CITY OF DETROIT:</u>			
1. Total Payroll	June 2025		\$1,105,678.36
2. Total Vouchers-processed on FUSION	After 3/13/2020 listed by invoice number & date (processed off-site)		\$1,872,927.79
3. FY2025 Annual Retiree Supplement			\$0.00
4. FY2025 General Retirement System (GRS)			\$0.00
5. FY2025 Central Staffing Services			\$0.00
6. FY2025 4rd quarter Hybrid Pension Payment	Paid 6/09/2025		\$25,000.00
7. FY2025 VEBA			0.00
8. FY2025 Debt Service Interest for 2014B(1) & 2014B(2) Notes	Paid 6/04/2025		\$714,240.43
Total processed by City of Detroit			\$3,717,846.58
<u>PAYMENTS PROCESSED BY DPL:</u>			
1. Public Funds/Comerica checking	Checks	1435	\$6,763.10
2. Branch & Main Checking account	Checks	9326 - 9369	\$61,963.77
3. Branch & Main Checking account	Electronic Fund Transfer (EFT)	Paid 6/09/2025	\$2,372.43
Total processed by DPL			\$71,099.30
Grand Total			\$3,788,945.88

<u>Summary of Expenditures</u>			
<u>Restricted/Designated Funds</u>			
1. Burton Endowment Checking	Checks	NONE	\$0.00
2. O'Brien Checking	Checks	NONE	\$0.00
3. Programs & Gifts Checking Account	Checks	3062 - 3064	\$240,701.72
Grand Total			\$ 240,701.72
<u>Programs & Gifts Checking Account:</u>			
Programs & Gifts Checking	\$38,508.24	To transfer April 2025 Wayne County delinquent funds EFT to General Fund	
Programs & Gifts Checking	\$202,193.48	To transfer May 2025 Wayne County delinquent funds EFT to General Fund	
<u>\$240,701.72 TOTAL</u>			

<u>Credit Card Expenditures</u>	
1. Executive Director	\$ -
2. Executive Director's Office-used for general office purpose	955.65
3. Chief Financial Officer	328.00
4. Human Resources Department	126.38
5. Marketing Department	3,652.69
6. Technical Services	4,500.41
7. Facilities Department	11,383.57
8. Information Technology	513.39
9. Procurement	2,437.60
10. Security	1,637.58
11. Public Services	2,275.06
Grand Total	\$ 27,810.33
NOTE: These are May and June 2025 Credit Card purchases	

Minutes were approved at the October 21, 2025 Commission Meeting

COMMISSION ACTION

Commissioner Vaughn moved approval of routine finance report. Commissioner Frierson-Haynes supported.

Roll call vote:

- | | |
|-------------------|-----|
| ➤ Bounds | Yes |
| ➤ Frierson-Haynes | Yes |
| ➤ Hicks | Yes |
| ➤ Milton | Yes |
| ➤ Vaughn | Yes |
| ➤ President Adams | Yes |

The motion passed unanimously.

OLD BUSINESS

President Adams asked for an update on the Monteith Branch Library.

Mr. Antonio Brown, Chief Financial Officer, stated that there is currently a RFP (Request for Proposal) out to repair the parapet wall and a RFP to replace the boiler at Monteith Library. The entire room where the boiler is located is filled with asbestos. The entire room has to be abated before the new boiler can be installed. Bid proposals for the abatement are currently being received and the proposals will be evaluated by staff to present to the Commission for consideration at the next meeting. However, it is not known how long the abatement will take.

Mr. Brown said that these issues must be addressed before it is determined what can be done to allow library services at Monteith Library.

Commissioner Hicks asked about the language of “alternative use” for Monteith Library.

President Adams stated that “alternative use” was her language because when the Commission visited the Monteith Library, she suggested exploring different uses at different locations within the Monteith Library. She said that we could provide some library services in a limited space and possibly lease out other spaces in the library to different community organizations or non-profit organizations to help support the cost of the building.

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President Adams asked for an update on the Director for Human Resources position.

Ms. Debra Williams, Interim Head of Human Resources, stated that she prepared a timeline at the request of Mrs. Mondowney that was provided to the Commission. The search for candidates for the Human Resources Director position was launched in August 2025. The projected timeline to present a final candidate to meet with the Commission is November 2025.

Ms. Williams said that she and Mrs. Mondowney agreed to extend the application submission to September 19, 2025. She said that we need to have someone very experienced in this role and the position is listed on the following platforms: DPL's website, Detroit Chapter of Society of Human Resource Management, Michigan Chapter of the National Association of African Americans in Human Resources, Detroit at Work, Michlib and several private networks for leadership candidates.

President Adams asked what are the current number of applicants for the position?

Ms. Williams replied that there are about 40 applicants and the number of qualified applicants is significantly less.

President Adams asked Ms. Williams if she listed the position on any of the Library Associations websites such ALA, MLA and PLA?

Ms. Williams said that she did not because the Detroit Public Library is the largest library system in Michigan and we need someone that is very experienced in Human Resources not a Library.

President Adams said that the position should be posted on the American Library Association website because the position for the Director for Human Resources should not preclude having library experience.

Ms. Williams said that she would list the position on the American Library Association's (ALA) website.

Commissioner Frierson-Haynes asked if there are any other National HR Associations other than the National Association of African Americans in Human Resources?

Ms. Williams replied there were none to her knowledge.

Commissioner Hicks asked what would be presented to the Commission in November?

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Ms. Williams said that a candidate recommendation would be presented to the Commission.

Commissioner Frierson-Haynes asked why 2 or 3 candidate recommendations would not be presented to the Commission?

Mrs. Mondowney explained that the process has been that we make a candidate recommendation to the Commission. There has not been a back-up process.

President Adam stated that the current process is not in accordance with the Commission bylaws. She said that the Commission should make sure that they are abiding by the bylaws which says that the Commission gets the final choice.

Mrs. Mondowney replied no.

President Adams stated that she needed to know when and where the process was changed.

Mrs. Mondowney said that there is nothing in the Commission bylaws that speaks to the Commission rejecting the recommendation. It has never been clarified how that process should work.

President Adams said that there is something in the Commission bylaws that directly speaks to this matter. She read the following excerpt from the Commission bylaws:

“The Library’s operations shall be organized by such major functions as may from time to time be deemed appropriate by the Commission as reflected in the organization chart. These functions will be headed by the Directors, to be appointed by the Commission upon the recommendation of the Executive Director and the Committee on Administration.”

Commissioner Vaughn asked if the Commission was a management board or a policy board? She said as a policy board, the Commission would receive the recommendation. As a management board, the Commission would do the hiring. She said that she believed the Commission is a policy and governance board.

Commissioner Vaughn asked what would be the process if the Commission voted against a recommended candidate?

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Ms. Williams explained that we have a job description that is very detailed and based on the specific criteria necessary for someone to be successful leading the Library. Individuals will be initially pre-screened to see if they meet the minimum qualifications. Those individuals that do not meet the minimum qualifications will not move forward. We are using a standard process where candidates are interviewed based on whether they have the relevant experience and expertise as defined for the position. The candidates will be interviewed by an internal team. They will also have an opportunity to meet with the Human Resources team as well as the union leaders. The finalists will be based on the feedback from the interview team and the feedback has to be related to the candidate having the requisite, education, experience and expertise for the position. These finalists will be forwarded to Mrs. Mondowney for her to interview and make the final recommendation.

Ms. Williams said that the recommendation would not be based on personality or personal preferences.

Commission Hicks stated that we did not receive an answer to Commissioner Vaughn's question. He asked if the process for hiring the Chief of Operations and Customer Experience Officer (CXO) could be reviewed for some clarity.

President Adams said that there was a request specifically made by the Commission that the candidate's credentials be brought forward to the Commission for review before a decision is made in relation to the CXO position.

President Adams said to be clear, the Directors appointments are made by the Commission.

Mrs. Mondowney stated that when she was hired, the only person the Commission hired was the Executive Director.

President Adams stated that is not what the Commission bylaws says.

Mrs. Mondowney said that it has been a back-and-forth debate amongst the Commission over the years. When Mr. Antonio Brown was hired as Chief Financial officer, the Commission did not want to be part of the hiring process. The administration has been given different determinations by different Commissions.

President Adams recommended that this matter be taken up procedurally as to what we would like to see as a body because it seems like we have that discretion in our bylaws.

Minutes were approved at the October 21, 2025 Commission Meeting

President Adams asked what the status on the search for the CXO position.

Mrs. Mondowney said that the search for the CXO will begin shortly.

Ms. Debra Williams asked if the Commission would like to see the top 2 or 3 candidates for the Human Resources Director's position along with a summary of why they are the top 2 or 3 candidates.

President Adams said that the Commission would work out the details and provide directions.

ADJOURNMENT

Commissioner Hicks moved to adjourn. Commissioner Frierson-Haynes supported

The meeting was adjourned at 4:35 p.m.