

**DEARBORN PUBLIC LIBRARY**  
**LIBRARY COMMISSION MEETING**  
Henry Ford Centennial Library - Room 111  
Wednesday, September 10, 2025  
**Proposed - AMENDED**

**Commissioners:**

- Chairperson Dr. Cheryl Hawkins - Present
- Vice Chair Ali Dagher - Present
- Secretary/Treasurer Jihan Jawad - Present
- Adam Abusalah - Present
- Zeinab Alhashemi - Present
- Gerilyn Biggs - Present
- Amira Haidar - Present
- Dr. Ryan Lazar - Present

**Library Administration:**

- Library Director Betty Adams - Present
- Assistant Director of Technical Services Mark Hancock - Present
- Assistant Director of Programs & Services Rebecca Hermen - Present
- Assistant Director of Operations Patty Podzikowski - Present
- Office Assistant III Daniel Smith - Present

Deputy Corporation Counsel Brad Mendelsohn was present on behalf of the City Legal Department.

Kayne Karnbach and Mary Bugeia were present on behalf of the Historical Advisory Commission

**I. Call to Order**

The meeting was called to order by Chairperson Hawkins at 5:03PM

**II. Approval of Minutes - August 13, 2025 regular meeting**

Motion to approve made by Vice Chair Dagher, seconded by Commissioner Biggs. Minutes approved as submitted.

Chairperson Hawkins announced the order of business as department reports, followed by a closed session, and finally discussion of new business.

**III. Department Reports**

**A. Historical Museum**

Historical Commissioner Karnbach reported that a new drinking fountain was installed at the Commandant's Quarters, along with new lighting in the storage area. He added that painting of the facility was ongoing.

He reported that the repatriation of Native American artifacts in the Museum's collection was underway, and staff are in the process of digitizing the archives.

He relayed the success of the Museum's booth at Dearborn Homecoming, and the debut of a butter churning activity on the children's stage. He also discussed the Museum's miniature golf activity at the Peace Park West summer market, and the featuring of their 1922 Model T in a car show at Greenfield Village.

He reported the resignation of the Museum's office manager, and hire of a City retiree to temporarily fill the role.

He reported that the Museum raised about \$2,400 from the vintage sale, with an additional \$1,000 raised by the Museum Guild gift shop. He added that the Guild is securing sponsorship for the Museum's fall fest.

Historical Commissioner Bugeia reported the success of the Teddy Bear Picnic, and shared details about the Museum's upcoming Oktoberfest event for adults.

**B. Library Foundation**

Director Adams reported that the Foundation is evaluating fundraising efforts, and are planning a trunk-or-treat event.

**C. Director's Report**

Please see the Director's Report in full starting on page 6.

**IV. Closed Session**

Chairperson Hawkins made a motion to move into closed session. A roll call vote was requested:

- Ryan Lazar - Yes
- Ali Dagher - Yes
- Jihan Jawad - Yes
- Gerilyn Biggs - Abstained
- Amira Haidar - Yes
- Cheryl Hawkins - Yes
- Zeinab Alhashemi - Yes
- Adam Abusalah - Yes

The Library Commission went into closed session at 5:15PM

The regular meeting of the Library Commission was called back into session at 5:54PM after a unanimous roll call vote.

**V. New Business**

**A. Commission Requests and Roles**

Item tabled.

**B. Closure for Electrical Project**

Director Adams explained that Henry Ford Centennial would need to be closed to allow for the replacement of three electrical panels. She noted that dates were tentative and were dependent on the timely delivery of parts, and coordination with multiple parties. She emphasized the need for a consecutive three day closure, and suggested Veterans Day and Thanksgiving as potential dates.

Assistant Director Hancock added that the project includes replacing the underground power line and installing new transformers, and would require prolonged electrical outages. He noted that delivery and installation were expected to take place in November.

Vice Chair Dagher highlighted the urgency of the project, and expressed concern about the short timeline due to the potential delays in delivery, and weather conditions. Dates will be provided to the Commission once they are available. The Commission moved to authorize the tentative closure.

- Motion made by Vice Chair Dagher, seconded by Commissioner Lazer. Motion carried.

Chairperson Hawkins requested information on any outstanding projects to discuss at the October meeting.

**C. Security Camera Project - Bryant**

Director Adams introduced the security camera project for Bryant Library as part of the Library's five-year technology plan. She noted that the project was budgeted for in the past, but a requisition was never created, thus the funds were returned to the Library's general budget. Vice Chair Dagher inquired about the cost and recording duration. Assistant Director Hancock mentioned that DA Central quoted \$74K to replace an estimated 18 cameras, and recordings would be stored for 30 days. He noted that the vendor is a vetted and approved contractor of the City. The Commission held a vote to approve the request to move funds from the general budget for the purchase of security cameras.

- Motion made by Vice Chair Dagher, seconded by Commissioner Alhashemi. Motion carried.

**D. MLA Attendance**

Director Adams discussed the annual Michigan Library Association conference, and noted the City's denial to send staff, despite budget approval. She discussed the historical attendance, and noted that this was a first time occurrence. The Commission expressed confusion about the City's decision, and discussed the availability of funds in the budget. Director Adams confirmed that funds were available, and seven staff had been budgeted to attend; two staff members were

approved. The group discussed impact on professional development and staff morale.

The group discussed conflicts in the Commission's authority over Library finances and the purview of the City over staff. **Mendelsohn noted that Library staff, as City employees, must abide by what is set forth by the City administration.** The Commission **generally** expressed their support for all requested staff to attend the conference. **No vote was held, and no action was taken.**

**E. Veteran's Day 2026 Commission Meeting Reschedule**

Director Adams noted that Veterans Day 2026 falls on the regular November meeting date. She added that a date was needed for the printed City calendar. The Commission discussed and agreed on a meeting date of November 18, 2026.

- Motion to approve made by Commissioner Haidar, seconded by Commissioner Abusalah. Motion carried.

Commissioner Alhashemi announced her intent to resign from the Library Commission upon her award of the Fulbright Scholarship.

**F. Library Director's Evaluation**

Past practices with performance evaluation were discussed. Chairperson Hawkins discussed utilizing a formal process in line with that of other department directors.

**VI. Old Business**

**A. Meeting Agenda Format**

Commissioner Hawkins presented a draft agenda format. Sections for public comments and a financial report were added, and consent agenda items were reduced. She requested that consent agenda items be sent to the Commission for review prior to the meetings.

- Motion to approve the agenda format made by Vice Chair Dagher, seconded by Commissioner Biggs. Motion carried.

**VII. Comments**

No further discussion.

**VIII. Adjournment**

Motion to adjourn made by Vice Chair Dagher, seconded by Commissioner Biggs. The meeting adjourned at 6:24PM.