

WARREN PUBLIC LIBRARY COMMISSION

REGULAR MEETING

WARREN CIVIC CENTER LIBRARY – MARK TWAIN ROOM

1 CITY SQUARE SUITE 100

WARREN, MI 48093

September 18, 2025

6:00pm

1. **Call to Order:** Meeting was called to order at 6:03 pm by Natalie Piernak.

2. **Roll Call:**

Commissioners Present: Annette Majka, Emma Howard, Zosia Ladak, Don McIntosh, Natalie Piernak, Lorie Barnwell, and William Rudd.

Also Attending: O. Urban, Director of Warren Public Libraries, J. Garos, Human Resource Director, C. Murphy, City of Warren Attorney and D. Cline, Union Representative.

3. **Approval of Agenda:** N. Piernak asked for amendment to Discussion Item regarding status of Director search in the agenda; L. Barnwell motioned to approve the amended agenda, E. Howard supported. Motion carried.
4. **Approval of Minutes:** L. Barnwell motioned to approve both minutes presented. E. Howard supported. Motion carried.
5. **Financial Reports:** O. Urban reported that the library was able to close out the 2025 budget. Will be represented in the next meeting. One area noted where the budget was in the red in postage. Warren Activity Guide had been distributed successfully. Urban reported the library was two months and two weeks into the budget. Everything was running smoothly.
6. **Director's Report:**
 - a. Unique Management: still successfully recovering accounts on behalf of Warren Public Libraries.
 - b. Branch Updates: No major incidents to report at the Busch branch; procedures from following school year are still in place and proving successful. Urban requested retainment of Spartan Securities for annual coverage in the amount of \$40,000 from City Council. Miller working on their Library of Things; Barnwell discussed bringing Library of Things to South Warren as opposed to Miller. The inter-library loaning system was proposed as a possible solution to this problem. Civic Center to receive electric hand dryers in the restrooms.

- c. Discussion Items: Urban suggested opening the job search up to Class V library directors. Gajos and Piernak explained the commission's justification for posting the job description as it was. Applicants to be reviewed at the next special meeting. It was discussed that none of the commission members would see the interview questions beforehand, and J. Garos would be the one to ask the questions on the date of the interview. Discussed the potential of creating an Assistant Director position that may be helpful during the library expansion process. C. Murphy would need to review Union contract associated with Assistant Director position.
- 7. **Audience Participation:** Residents and library staff mentioned discrepancies in the job postings. Other residents wanted the commission to schedule more regular meetings as opposed to special meetings.
- 8. Action Items
- 9. **Friends of the Warren Public Library:** A. Majka reported that Friends now has an advertisement in the Warren water bill.
- 10. **S. L. C. Report:** Director is resigning, SLC will be posting for a new Director as a result.
- 11. **Commissioner's Comments:** A. Majka commented that if things would have been done correctly the first time we would most likely already have a new Library Director.
- 12. **Next Meeting Date** – November 20, 2025
- 13. **Adjournment:** Motion to adjourn made by Rudd, supported by McIntosh. Motion carried, meeting adjourned at 7:18 pm.