APPROVED

WARREN PUBLIC LIBRARY COMMISSION
REGULAR MEETING
WARREN CIVIC CENTER LIBRARY- MARK TWAIN ROOM
1 CITY SQUARE, SUITE 100
WARREN, MI 48093
July 17, 2025
6:00 p.m.

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

2. Roll Call:
Commissioners Present: Natalie Piernak, Annette Majka, Emma Howard, Zosia Ladak, Don McIntosh
Also Present: O. Urban, Library Director of Warren Public Libraries; C. Murphy, City of Warren Attorney
Absent: Lorie Barnwell

3. Approval of Agenda: Ladak moved to approve the agenda, supported by Majka; motion carried.
4. Approval of Minutes:
E. Howard correction for 3-13-25 meeting minutes; Howard's name mispelled; F. Pasternak in attendance and chaired the meeting. Majka moved to approve minutes with corrections, supported by Ladak; motion carried.
E. Howard correction for 3-20-25 meeting minutes; Howard in attendance. Howard moved to approve with corrections, supported by Majka; motion carried.
E. Howard correction for 5-15-25 meeting minutes; Howard's name mispelled. Howard moved to approve with corrections, supported by Majka; motion carried.
Majka moved to approve 6-25-25 meeting minutes, supported by Howard; motion carried.
5. Financial Reports:

a. Ran reports as late as possible for accuracy. Spending went very well.
b. Encouraged to spend the allocation money.
c. As of June collected over $52,000; a lot of revenue from the copy machines.

6. Director's Report:

a. **Unique Management** is doing a good job for the library. In the near future there will be a purge of this list.
b. **Busch:** Fitzgerald asked for Busch to be closed due to early release and fighting on campus for precaution. **Burnette:** Would have to ask for a bit of an increase to get a security guard there year round. **Miller:** Working on a collection of things for their library. **Civic:** There was an outage; staff were sent home.
c. **Current Projects:** Council approved the budget. Moved to Beanstack for the summer reading platform. Bids for the construction of new library are to be passed on to council. Bid for special collections room was awarded to Thalner Electronic Labs.
d. Services.
e. **Staffing:** New library page Ahtker hired at Civic; Urban noted she is pleasant, efficient, and they are happy to have her with WPL.
f. **Marketing/Outreach:** Two staff members attended ALA and will have reports for the following meeting.
g. **Discussion Items:** Timeline decided on how to move forward with the new director hiring process with HR. Special meeting for August; to revise the job description, interview questions. Piernak would like to schedule an evaluation training with SLC. Hope to post 9/1/25 and field

applicants for the following four weeks. Will likely call special meeting in October to contact candidates for interview scheduling. Interviews for first or second week of November, leaving timeline open for second interviews in the end of November. Plan is to have new director by the top of the new year. Commission discussed available dates for the SLC training.
Addendum: Ladak moved to approve the proposed addendum to current meeting agenda, supported by Majka; the motion carried.
***Underwood Park Library** Ply+ mockup was presented by O. Urban. Urban discussed how many was saved in changes of materials; library's design is meant to be fluid and flexible. Price of furniture and collections are not included; those will come from the library budget. Urban presented estimates for the ongoing cost expenditures of materials, utilities, and personnel. Urban also emphasized the importance of the millage renewal, and suggested an increase with reduction in years to sustain the libraries.

7. Audience Participation: Concerns expressed about the cost cutting measures for the new library. Question about the fish tank funding, and the unhoused at Burnette. Another audience member was dismayed with the proposed size of the new library building. Questions about staff members working overtime. There was also concern about talk of closing Miller library; would like to see the library promote more programming.

8. Action Items:

- **Fill Vice-Chairperson Vacancy:** Piernak nominated Howard for Vice-Chairperson, supported by Majka. E. Howard appointed Vice-Chairperson with unanimous vote.
    - D. McIntosh announced retirement; will need to nominate new secretary.
- **WPL Bylaws Revision:** Majka moved to change bylaws with the following revisions; Meeting frequency; from every other calendar month to monthly under Article IV. Changes to Director Evaluation and expansion of Chairperson duties under Article IX. Supported by Howard; the motion carried.
- **2026 Library Commission Meeting Dates:** Majka moved to approve twelve regular meetings with the amendment of 2026 meeting dates to include an additional meeting in December, supported by Piernak; the motion carried.
- **Appoint Library Commissioner to the Commission of Commissioners:** Piernak volunteered to appoint herself to Commission of Commissioners. Piernak was appointed to the Commission of Commissioners.
- ***Proceed with Construction of Underwood Park Library:** Majka moved to approve the construction of the Underwood Park Library, supported by McIntosh; Piernak abstained; the motion carried.

9. Friends of the Warren Public Library: A. Ladak promoted the upcoming book sales; hopeful for more traffic from garden walk event.
10. S.L.C. Report: Urban relayed information about the purge of library patrons who have not utilized their cards in a certain number of years to keep the library system current.
11. Commissioners' Comments.
12. Next Meeting Date – September 18, 2025
13. Adjournment: Ladak moved to adjourn the meeting at 7:29 p.m., supported by Majka; the motion carried.

***agenda item added as part of addendum**