



## Board of Trustees Regular Meeting MINUTES

Thursday, April 21, 2022 at 4:00pm  
McGuire Community Room  
610 Woodmere Ave., Traverse City, MI 49686

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### 1. **Call to Order**

The meeting was called to order by President Odgers at 4:00pm. Present were: Odgers (President); Pakieser (Vice President); Wescott (Secretary, arrived at 4:02); Vickery, Deyo, and Jones (Trustees). Sullivan (Treasurer) was absent. Also present were: Howard (Director); Radjenovich (Assistant Director for Finance and Human Resources); and Carpenter (Staff).

### 2. **Pledge of Allegiance**

All members in attendance recited the Pledge of Allegiance to the Flag of the United States of America.

### 3. **Approval of the Agenda**

It was MOVED by Jones, SUPPORTED by Pakieser, to approve the agenda as presented. Motion CARRIED.

### 4. **Public Comment**

President Odgers opened the floor for public comment. There was none.

### 5. **Approval of Minutes**

#### a. *Regular Meeting of March 17, 2022*

It was MOVED by Jones, SUPPORTED by Pakieser, to approve the regular meeting minutes of March 17, 2022 as presented. Motion CARRIED.

### 6. **Reports and Communications**

#### a. *Director Report | Departmental Reports*

Howard confirmed her written report and added the following:

- Poet Laureate, Joy Harjo's event presented with the National Writer's Series was very well attended. Harjo's fee was paid by an NEA Big Read grant which TADL received.
- The Poet's Night Out event was a great success. A long-time staff member, Jeff Godin, and his family is the foundation for this great event. The event is posted on TADL's YouTube channel, TADLnotjustbooks.

President Odgers requested that the board be included in the distribution list for press releases and be apprised of other appropriate opportunities or events that the board may want to attend in addition to their board attendance.

#### b. *Financial Reports*

Radjenovich confirmed her written report for March and noted the following:

- Revenues: All property taxes have been received with the exception of \$21,000 the City of TC owes back due to a clerical TIF error. Interest and dividends on investments are not doing well at this time. Sales and room rentals are doing well.
- Expenses: Staff is finally back to in-person conferences again since the pandemic began in 2020.

In response to trustee questions, Howard briefly explained tax increment funding (TIF), which TADL has opted out of and noted that she will send a handout to all trustees for a more detailed explanation of TIF. She also will ask the MI Class investment representative to speak to the Finance Committee so they can review their investment strategy options.

c. *Member Library Reports*

- Vicki Shurly, Director of Peninsula Community Library, reported that their fundraiser Books at the Boathouse raised just under \$8000. The silent auction raised another \$2000. PCL put together a cookbook fundraiser over the winter. The generator is on track for installation in July. Shurly thanked the board for including PCL on the bookmobile design wrap and the ability to use it for outreach as well.

A written report was included in the board packet from Jennifer Thomet, Director of Interlochen Public Library (IPL). There was no written or verbal report from Kendall Spratt, Director of Fife lake Public Library (FLPL).

d. *Committee Reports*

- Finance and Facilities and Services Committee – Jones noted that the committee had met and discussion was focused mainly on the roof and restroom upgrades. Deyo talked about Makerspaces in the library, which the committee felt would also generate good additions for the Library of Things.
- Policy and Personnel Committee – Vickery noted that the committee had met and the majority of the discussion was about moving forward with a consent agenda which was discussed at the board retreat.

e. *Other Reports and Communications*

- Friends' Report – Donna Hornberger, TADL Friends Board President  
There was no written or verbal report.

7. **Old Business**

a. *Statement to Commissioners Regarding Day Shelter*

Vickery gave an introduction of the question as to whether or not the TADL Board could enter the public domain through a statement of the board's interest in supporting a process that would address increasing community-wide systemic problems which result in behavioral issues at the library, putting the library, a public asset, under a financial burden as well as pose safety and security concerns for staff and patrons alike. The problems impede the library from being able to effectively carry out its mission and services to the community.

After an in-depth discussion, it was **MOVED** by Jones, **SUPPORTED** by Pakieser, to confirm and support the final version of the Statement as presented and to support the Director in distributing the statement to the City and County Commissioners and other entities, such as

township boards, Safe Harbor, Goodwill Inn, churches, media forums, and others, in order to foster a dialog between all stakeholders.

Odgers expressed appreciation for the work of all the trustees, Howard's and Deyo's extra research, that lead to the unified statement and commitment to address community issues.

**8. New Business**

a. *New Policy: 4.14 Mobile Library Services Policy*

Howard noted that the policy, recommended by the Policy Committee, governs all mobile services. It was MOVED by Jones, SUPPORTED by Pakieser, to approve the new policy 4.14 Mobile Library Services Policy as presented. Motion CARRIED

b. *Policy Revision: 4.1 Behavior Policy*

It was MOVED by Jones, SUPPORTED by Wescott, to approve the revision to 4.1 Behavior Policy. Vickery appreciated the simplified version, backing away from over specificity. Motion CARRIED.

c. *Resolution: Approval of Bookmobile Interior Build-Out Cost*

Howard noted that getting interior build-out quotes was in process and she would like to move quickly once the rest of the quotes come in, therefore was requesting a 'not to exceed amount' for the interior build based on the information received to date. It was MOVED by Pakieser, SUPPORTED by Wescott, to approve and authorize the Director to spend an amount not to exceed \$28,000 from the Public Improvement Fund to build and install the interior architecture of the bookmobile as presented. A roll call was taken with the following results:

Deyo – aye	Vickery – aye	Sullivan – absent
Wescott – aye	Pakieser – aye	
Odgers – aye	Jones – aye	

Motion CARRIED with 6 ayes.

Howard indicated that the bookmobile destinations so far have been one-offs, but once the interior is done there will be a formal schedule and a location stop request process. The plan is to have the build-outs complete and have the bookmobile in the Cherry Festival parade. The auto insurance covers specific TADL employees only to be drivers.

d. *Resolution: Approval for Website Revision*

Howard indicated that she and Morey are looking at references from a few select companies now and that she is asking the board to approve and authorize her to sign a contract with a final company in a 'not to exceed amount' so as to expedite the process of securing a website vendor. Morey, Assistant Director for Technology, answered several questions about the vendors and scope of work expected. There was a wide range in vendor bidding since they all offered different things. Morey explained what type of package most suited TADL. It was MOVED by Jones, SUPPORTED by Pakieser, to approve and authorize the Director to spend an amount not to exceed \$35,000 from the Public Improvement Fund to secure a vendor for website revisions. A roll call was taken with the following results:

Deyo – aye	Vickery – aye	Sullivan – absent
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Wescott – aye                      Pakieser – aye  
Odgers – aye                      Jones – aye  
Motion CARRIED with 6 ayes.

9. **Public Comment**

President Odgers opened the floor for public comment. The following people addressed the board: Melissa McKenna, talked about Community Conversation programs that will be taking place in the McGuire Community Room.

10. **Trustee Comment**

Pakieser noted that she was pleased with the focus and depth of the meeting. Wescott noted that he would like the board to address book banning at a future meeting. Odgers encouraged including discussion topic information in the board folders that might be addressed at future meetings.

11. **Adjournment**

With a motion to adjourn by Wescott, supported by Pakieser, President Odgers adjourned the meeting at 5:49pm.

Respectfully submitted,

Approved by board vote on May 19, 2022

V. Carpenter, Recording Secretary

J. Wescott, Board Secretary

APPROVED