



## Board of Trustees Regular Meeting MINUTES

Thursday, October 19, 2023 at 3:00pm  
McGuire Community Room  
610 Woodmere Ave., MI 49686

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

The meeting was called to order by President Odgers 3:00pm. Present were: Odgers (President); Deyo (Secretary); Jones (left at 4:30pm), Wescott (left at 4:34pm), and Vickery (Trustees). Pakieser (Vice President), and Howard (Director); was absent. Also present were: Zeits (Council); Morey (Assistant Director for Technology); Baldwin, 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. **Reading of Library Appreciation Month Certificate of Proclamation by President Odgers**

President Odgers read the certificate of proclamation, in full, signed by Gretchen Whitmer, Governor of Michigan.

### 4. **Approval of the Agenda**

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

### 5. **Public Comment**

President Odgers opened the floor for public comment. The following people addressed the board: Mike MulCahey, requested a policy change regarding transgender and gender affirmation information directed at juveniles.; McKenna, Head of Adult Reference, stated that the Queer Tales Book Club referenced by the prior commentator is intended for an adult audience and is marketed to adults on the Adult Services portion of the webpage.

### 6. **Consent Calendar**

- a. *Approval of Minutes - Regular Meeting of September 21, 2023*
- b. *Department Reports*
- c. *Finance and Facilities Committee Report – October 3, 2023*
- d. *Policy and Personnel Committee Report – October 3, 2023*
- e. *Financial Report*
- f. *Member Library Communications – FLPL | IPL | PCL*
- g. *Friends of TADL Report – Jud Barclay, President*
- h. *Correspondence*

It was MOVED by Wescott, SUPPORTED by Jones, to accept and affirm receipt of the consent calendar information. Vickery appreciated the article, written by Vicki Shurly, Director of Peninsula Community Library, regarding funding of the district library system. Motion CARRIED.

### 7. **Items Removed from the Consent Calendar**

No items were removed from the Consent Calendar.

8. **Director Report**

Howard was absent in order to attend and present a breakout session with Pakieser at the 2023 Annual Michigan Library Association Conference. Morey, Assistant Director of Technology, attended the meeting in place of Howard. He encouraged everyone to attend the upcoming annual Chili Cook-off.

9. **Old Business**

a. *Treasurer Appointment Through Year End*

Due to Treasurer Sullivan’s resignation last month, the Treasurer position was left unfilled. Jones offered to serve as Treasurer, temporarily, since he is also on the Finance and Facilities Committee. It was MOVED by Deyo, SUPPORTED by Vickery, to nominate Jones as temporary Treasurer of the board of trustees. Motion CARRIED.

b. *Director Review Compensation*

Deyo reviewed the process used to determine compensation based on Howard’s recent performance review, noting that all members of the board participated in the review process and were pleased with Howard’s performance. The Finance and Facilities Committee considered: comparative salaries locally and nationally; the fact that Howard clearly exceeded expectations for the year; she works well with staff and member libraries; and she has built and maintained strong relationships with all entities in both the industry and the community. The committee recommended that Howard’s annual compensation increase to \$115,000 beginning with the first pay period in 2024. This increase of \$10,200 includes both a standard COLA adjustment as well as a significant merit increase based on Howard’s performance. It was MOVED by Vickery, SUPPORTED by Wescott, to accept and approve the recommended annual director compensation of \$115,000 for 2024. A roll call vote was taken with the following results:

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

Motion CARRIED with 5 ayes.

c. *Security Contract Approval*

It was SUPPORTED by Jones, SUPPORTED by Wescott, to renew the service contract with STT Security at the rate of \$29.50/hour for up to 56 hours per week as scheduled from October 2023 through April 2024. A roll call vote was taken with the following results:

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

Motion CARRIED with 5 ayes.

10. **New Business**

a. *Draft Budget*

Baldwin gave a brief review of the draft budget. The Public Hearing for board approval will be held at the November meeting. The board had minimal questions, which were addressed by Baldwin and McKenna.

b. *Discussion: Board Goals Through Year-End*

Members began a discussion about board goals while also considering the line between an advocacy board vs an activist board when discussing future actions. The TADL board is a governing board with a fiduciary responsibility, and has a desire to be visible at library events and other related public events. More discussion could be planned for the 2024 board retreat.

11. **Presentation: Local History Collection, Melissa McKenna and Robin Stanley**

McKenna, who oversees the Local History Collection, provided the board with an historical account of where the collection came from, how TADL acquired it, the materials available, and the procedure for the public to access the collection. Stanley, who works directly with the collection, housing and accessioning items, highlighted the positive relationships that have been developing with the Traverse Area Historical Society and other related organizations. A discussion ensued as the trustees were intrigued with the information presented and had many questions.

Two trustees needed to leave the meeting the during Q&A portion of McKenna's presentation which resulted in a lack of quorum. Zeits (Counsel) then informed the board that, per the bylaws and Robert's Rules, the board could no longer transact any further business, other than adjourning the meeting.

12. **Public Comment**

Withdrawn since a quorum was no longer present.

13. **Trustee Comment**

Withdrawn since a quorum was no longer present.

14. **Closed Session (if needed)**

Withdrawn since a quorum was no longer present.

15. **Adjournment**

With a motion to adjourn by Vickery, supported by Deyo, President Odgers adjourned the meeting at 4:43pm.

Respectfully submitted,

Approved by board vote on November 16, 2023

V. Carpenter, Recording Secretary

P. Deyo, Board Secretary