



Board of Trustees Regular Meeting MINUTES

Thursday, January 18, 2024 at 3:00pm
McGuire Community Room
610 Woodmere Ave., MI 49686

1. **Call to Order**

The meeting was called to order by President Odgers at 3:00pm. Present were: Odgers (President), Pakieser (Vice President); Deyo (Secretary), Jones (Treasurer), and Vickery (Trustee); Beuthin and Gedman (New Appointees). Also present were: Zeits (Council); Howard (Director); 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. **New Trustee Appointments: Jennifer Beuthin and Sam Gedman, Oath of Office**

Secretary Deyo administered the Oath of Office to new County appointees, Jennifer Beuthin and Sam Gedman. Each affirmed their oath, provided a brief introduction of themselves, and were welcomed to the TADL board by President Odgers.

4. **Approval of the Agenda**

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

5. **Public Comment**

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

President Odgers thanked the board, staff, the community, and especially Heather Brady, communications and marketing manager for a successful 25th birthday celebration of TADL at the Woodmere location and 155 years of library services in the Grand Traverse area. It was well attended by the community and received good media coverage.

It was MOVED by Jones, SUPPORTED by Deyo, to call the annual meeting to order. Motion CARRIED.

6. **Annual Meeting**

a. **Election of Officers**

The recommended slate of officers for 2024 was read by President Odgers consisting of: Pakieser (President), Jones (Vice President), Vickery (Secretary), Odgers (Treasurer). With the acceptance by the recommended officers and no other nominations made, it was MOVED by Beuthin, SUPPORTED by Jones to accept the 2024 slate of officers as presented. Motion CARRIED.

b. **Committee Appointments**

It was MOVED by Pakieser, SUPPORTED by Gedman, to approve President Odgers' committee appointments consisting of: Policy and Personnel Committee – Vickery (Chair), Gedman, and Beuthin; Finance and Facilities Committee – Odgers (Chair), Jones, and Deyo; and with the Finance and Facilities Committee meeting at 2pm on the first Tuesday of the month on an as

needed basis and the Policy and Personnel Committee meeting at 11:00am on the first Tuesday of the month on an as needed basis. Motion CARRIED.

c. Approval of Board Meeting Schedule February 2024- January 2025

It was MOVED by Jones, SUPPORTED by Pakieser, to approve the 2024/2025 Regular Board Meeting Dates as presented. Howard noted that although the meetings are usually scheduled the third Thursday of the month, there are two exceptions this year. One, the October meeting will be held one week later due to the Michigan Library Association (MLA) Annual Conference being held in Traverse City this year and TADL is a host site for the conference reception, and two, the December meeting is scheduled one week early since the third week is too close to the holidays and trustees may not be available for a quorum. Gedman inquired about changing the time. Discussion was had and there was consensus to move to 4:00pm. Discussion was also had to finalize the location of the March study session and retreat, with consensus being at an outside location rather than at the library.

With agreement by Jones and Pakieser, the original motion was amended, to move the meeting time from 3:00pm to 4:00pm, and to secure a room at Traverse Connect for the March meeting. Motion CARRIED.

d. Approval of TADL Main Library and Branch Operational Hours and 2024 Closure Dates

Howard noted that the closure dates listed are dictated by federal holidays and union negotiated dates. There is one addition this year to close on October 17th for the MLA Annual Conference and Reception. It was MOVED by Pakieser, SUPPORTED by Jones, to approve the 2024 library service hours and 2024/2025 library closure dates as presented.

e. Approval of TADL Main Library and Branch Operational Hours and 2025 Closure Dates

Howard noted the 2025 schedule is the same without the MLA conference closure date and is presented for approval because it is helpful to approve two years for scheduling purposes. It was MOVED by Jones, SUPPORTED by Pakieser, to approve the 2025 library service hours and 2025/2026 library closure dates as presented. Motion CARRIED.

f. Annual Conflict of Interest Statement | Annual Ethics Statement

President Odgers asked the trustees to fill out both the annual conflict of interest statement and the annual ethics statement as indicated within policy and to return them to Carpenter for the record.

It was MOVED by Jones, SUPPORTED by Beuthin, to close the annual meeting and continue with the rest of the agenda. Motion CARRIED and President Odgers, as out-going president, handed the meeting over to incoming president, President Pakieser.

President Pakieser acknowledged Odgers' two year service as President of the TADL Board of Trustees and was presented with flowers and a thank you card.

7. **Consent Calendar**

- a. *Approval of Minutes - Regular Meeting of December 14, 2023*
- b. *Department Reports*
- c. *Finance and Facilities Committee Report – did not meet*
- d. *Policy and Personnel Committee Report – did not meet*
- e. *Financial Report*
- f. *Member Library Communications – FLPL | IPL | PCL*

- g. *Friends of TADL Report – Jud Barclay, President*
- h. *Correspondence*

Jones requested to remove item f, Member Library Communications, for further discussion. Jones then MOVED, SUPPORTED by Odgers, to accept and affirm receipt of the consent calendar information as presented. Motion CARRIED.

8. **Items Removed from the Consent Calendar**

Jones noted that Shurly, Director of Peninsula Community Library (PCL), was in attendance and thanked her for her attendance at most of the TADL meetings as well as providing her monthly written report.

Shurly shared a written response to a member of her township government who did not understand the unique district library system and how PCL is funded. Shurly believes that the funding PCL receives through the member library agreement between TADL, a Class 6 library, and PCL, a Class 2 library, assures services unheard of in most Class 2 libraries. She thanked the board for the annual member library payment.

9. **Director Report**

Howard highlighted the following:

- Howard brought a resolution from the Michigan Library Association commemorating TADL's 25th anniversary at the Woodmere location and 155 years of library service and a resolution from the U.S. House of Representatives read into the Congressional record by Representative Jack Bergman.
- Howard was pleased to receive a supportive letter from Senator John DaMoose regarding the Larry Gorton Talking Book Library and accessibility items offered.
- Howard attended the City Commission meeting and asked the Commission to look at the special land use request agenda item on extended overnight services for Safe Harbor in a holistic manner. She will keep abreast of how the issue progresses and update the board.
- The strategic plan calls for focus in 2024 on Inclusive Space and Targeted Outreach. Howard will provide the board with a review of the 2023 strategic plan achievements at the February board meeting.
- Michigan Library Advocacy Day will be held April 16th at the Sate Capitol. Trustees are encouraged to attend and meet with legislators.

Beuthin suggested that the President of the Friends of the Library attend the Advocacy Day. She also thanked Howard and staff for the depth of the monthly departmental reports as they were helpful from a trustee's perspective.

A lengthy discussion was had regarding homelessness and supportive services, especially the proposed extension of Safe Harbor shelter services. There was consensus that the board would like to be proactive in this issue as much as possible. President Pakieser highlighted that the issue is a community issue and could be discussed further at the March Study Session and Retreat.

10. **Old Business**

- a. **Millage Dos and Don't's**

Zeits confirmed that the board had previously approved a resolution for the millage ballot language for a renewal to the original 1.1 mil request, technically a new increase. She stressed that public funds and resources may not be utilized to campaign for or against a ballot measure. She gave a background in common law, section 57 of the Campaign Finance Act, as it relates to

the library millage and provided dos and don'ts actions for trustees and employees during the campaign. Although there are criminal penalties and civil fines for violations of section 57, the biggest consequence would be the effect on the proposal itself. She answered many questions from the board and provided helpful information and examples in response.

11. New Business

a. *Resolution – 2024 Member Library Agreement Payments*

It was MOVED by Beuthin, SUPPORTED by Jones, to approve the 2024 Member Library Payments Resolution as presented. A roll call vote was taken with the following results:

Jones – aye	Odgers – aye	Pakieser – aye	Deyo – aye
Gedman – aye	Beuthin – aye	Vickery – aye	

Motion CARRIED with 7 ayes.

b. *Resolution – Annual Approval of Routine Invoices Over \$25,000*

It was MOVED by Jones, SUPPORTED by Odgers, to adopt the resolution for Annual Approval of Routine Invoices Over \$25,000 as presented. A roll call vote was taken with the following results:

Jones – aye	Odgers – aye	Pakieser – aye	Deyo – aye
Gedman – aye	Beuthin – aye	Vickery – aye	

Motion CARRIED with 7 ayes.

c. *Legal Services Changes*

Howard noted that Zeits, legal counsel from Sondee, Racine & Doren PLC, has taken an in-house counsel position for the airport and TADL's labor attorney Janice Adam from Danbrook Adams Raymond PLC, is retiring. Both firms have agreed to maintain the library as clients, with Jeffrey Jocks replacing Zeits and Lindsay Raymond replacing Adams under the current terms. Howard expressed that at this time, rather than pursuing RFPs for legal services, she would like to remain with Jocks and Raymond. It was MOVED by Gedman, SUPPORTED by Jones to continue with the current law firms with the aforementioned new counsel as presented. A roll call vote was taken with the following results:

Jones – aye	Odgers – aye	Pakieser – aye	Deyo – aye
Gedman – aye	Beuthin – aye	Vickery – aye	

Motion CARRIED with 7 ayes.

d. *Discussion: Board Retreat Details*

Discussion was had around potential topics for the March board retreat, which included topics such as homeless shelter changes as it affects the library, a trustee refresher of useful information as it pertains to serving as a TADL board member, the role of public media and public spaces like the library, and the emerging role of public libraries in communities where school libraries are diminishing, among other topics. Beuthin suggested dispersing reading materials ahead of time. Howard will work on a final agenda and select some speakers and/or materials to include in the retreat.

12. Public Comment

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

13. Trustee Comment

Beuthin and Gedman were welcomed by fellow trustees. Trustees who served with former trustee Wescott thanked him for his service on the board and appreciated the passion, intellect, and humor he brought to his role. Zeits and Adams were also thanked by the trustees for their time as legal counsel for TADL. Beuthin thanked the staff for the incredible birthday celebration and those

involved in the library history book. Odgers noted that it was an honor for her to serve for two years as President of the TADL Board and thanked everyone for the flowers and card.

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

A closed session was not needed.

15. **Adjournment**

With a motion to adjourn by Odgers, supported by Vickery, President Pakieser adjourned the meeting at 4:48pm.

Respectfully submitted,

Approved by board vote on February 15, 2024

V. Carpenter, Recording Secretary

M. Vickery, Board Secretary

APPROVED