



## Board of Trustees Regular Meeting MINUTES

Thursday, February 15, 2024 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 Pakieser at 4:00pm. Present were: Pakieser (President); Jones (Vice President); Vickery (Secretary); Odgers (Treasurer); Deyo, Beuthin (arrived at 4:03), and Gedman (Trustees). Also present were: 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. **Approval of the Agenda**

President Pakieser announced a change to the agenda reversing the order of item 7, Director Report, and item 8, Presentation by Halladay-Schmandt, so that the presentation is first. It was MOVED by Odgers, SUPPORTED by Jones, to approve the amended agenda. Motion CARRIED.

### 4. **Public Comment**

President Pakieser opened the floor for public comment. The following people addressed the board: Chantel Lentz, introduced herself who was recently promoted to the position of Branch Manager at East Bay Branch Library. Jud Barclay, President of the Friends of TADL, gave a brief background of the 501c3 organization and explained how the Friends of TADL support the needs of the library. There are currently 350 members.

### 5. **Consent Calendar**

- a. *Approval of Minutes - Regular Meeting of January 18, 2024*
- b. *Department Reports*
- c. *Finance and Facilities Committee Report – February 6, 2024*
- d. *Policy and Personnel Committee Report – February 6, 2024*
- e. *Financial Report*
- f. *Member Library Communications – FLPL | IPL | PCL*
- g. *Friends of TADL Report – Jud Barclay, President*
- h. *Correspondence*

It was MOVED by Odgers, SUPPORTED by Beuthin, to accept and affirm receipt of the consent calendar information as presented. Motion CARRIED.

### 6. **Director Report**

Howard highlighted the following:

- Vicki Shurly, Director of Peninsula Community Library, would like to help with the millage.
- TADL will be providing excess donation books to the jail and will be providing a bookmark on library services as well.
- Baldwin sent a link to the trustees for a training video done by Ryan Dowd on Homelessness and libraries. All staff are required to complete the training.

- Howard and three staff members attended a Native American summit provided by the GT Band of Ottawa and Chippewa Indians called Nurturing the Eighth Fire where indigenous people and non-indigenous people come together to solve problems. Many local organization and municipalities attended.

7. **Presentation: Ashley Halladay-Schmandt, Northwest Michigan Coalition to End Homelessness**

Halladay-Schmandt provided a basic update of the recently introduced, City led, Memorandum of Understanding for a year-round homeless shelter. The City asked the MW MI Coalition and Safe Harbor to play a supportive role in the memorandum initiative with the intention to bring people together to work on a plan. There are currently about 275 homeless in the community with about 70 of them in a chronic state of homelessness, a microcosm of what is seen nationwide. As TADL had become a de facto shelter over the past few years resulting in increased behavioral infractions in the library, the board raised a number of questions ranging from how the library can have a voice in the conversation to what remedies may be on the horizon through the efforts of the City, County, and other entities who offer services to the homeless population. Much discussion was had about current efforts and challenges for all affected.

8. **Old Business**

a. **Board Resolution in Support of Millage**

Howard noted that Jocks (Counsel) had suggested tabling the resolution for now to potentially modify the document and to consider timing of the resolution. Vickery felt the resolution might be redundant, Beuthin supported revisiting it at a later date, and other trustees agreed on tabling the item at this time. President Pakieser sent the resolution back to the Policy Committee for review.

b. *Legal Agreements – Sondee Racine & Doreen | DAR Law*

Howard noted that both law firms proposed doing away with the retainer fee and confirmed that the retainer and usage hours have been awash in the past years, not saving TADL money. A discussion of the retainer vs hourly fees ensued and there was agreement to accept the removal of the retainer and to revisit the methods with the next proposal to ensure TADL selects the best scenario for TADL’s needs. It was **MOVED** by Jones, **SUPPORTED** by Gedman, to engage in services with DAR Law Firm for employment law matters. 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.

It was **MOVED** by Jones, **SUPPORTED** by Gedman, to engage in services with Sondee Racine & Doreen for general legal services, revisiting the billing method with the next proposal. 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.

9. **New Business**

a. *RFP Carpet*

Howard reported that an initial quote was gathered to replace areas of carpet and flooring that have buckling and/or wear, about 35% of the building. Since the quote was over her spending limit Howard asked the board to approve an RFP. She also noted that, eventually, all of the 25-

year-old carpet will need replacing. Deyo encouraged getting a wide array of quotes from local and national companies. It was MOVED by Jones, SUPPORTED by Vickery, to approve and authorize the Director to pursue an RFP for carpet replacement in areas with the most wear. Motion CARRIED.

b. *2023 Year-end Review: Statistics | Financial | Strategic Plan Achievements*

Howard provided the board with comparative statistics from pre-pandemic, mid-pandemic, and the most current year statistics as well as behavioral incidents and suspensions during that time. Physical circulation and programming attendance are back up to or exceed pre-pandemic levels. Electronic resource usage has steadily increased throughout the years. The bookmobile, in its first year, reached 1678 miles to area outreach destinations. Howard also provided a compilation of achievements to date based on the 2021-2024 strategic plan. Baldwin provided a draft review of the 2023 year-end financials and answered questions. Actual financial figures will be finalized after the audit.

c. *Discussion: Board Retreat Details*

Howard provided a sample agenda for the board study session and retreat based on topics suggested at past meetings and an option outlined wherein the topics on the agenda could be adequately broken down into single topic discussions at regular board meetings. Discussion ensued regarding pros and cons of having the retreat or not, the focus or purpose of the retreat, and the timing. Discussion also focused on the role of the board in the pursuit of oversight and aspirational goals. Opinions varied but there was consensus to hold a study session and retreat in which all members could attend.

It was MOVED by Beuthin, SUPPORTED by Jones to change the March 21<sup>st</sup> study session and retreat to a regular board meeting at 4:00pm. Motion CARRIED.

It was MOVED by Gedman, SUPPORTED by Beuthin, to hold a study session and retreat at the April meeting instead of the regular meeting. One trustee noted they could not attend that day. Everyone was available in May. It was MOVED by Gedman, SUPPORTED by Beuthin, to amend his original motion and hold the study session and retreat on May 16<sup>th</sup> at 12:00pm at a location to be determined instead of the regular board meeting previously scheduled. Motion CARRIED.

10. **Public Comment**

President Pakieser opened the floor for public comment. The following people addressed the board: Melissa McKenna, Head of Adult Services, highlighted several current partnerships (Embody TC, Inland Seas, and Author Barb Barton) and upcoming events related to those partnerships.

11. **Trustee Comment**

Deyo commended the security officers at the library who are very capable and engaging with the patrons. He feels the board should consider employing them year-round.

Beuthin remarked how impressed the folks from around the country on her zoom call were with the beautiful view of the space she had to work from in the library overlooking the lake.

Vickery offered the notion that, as the housing debate unfolds, the board might want to establish an ad hoc committee to stay alert and responsive to the issue so that the board can stay proactive as it relates to the library.

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

A closed session was not needed.

13. **Adjournment**

With a motion to adjourn by Odgers, supported by Jones, President Pakieser adjourned the meeting at 5:54pm.

Respectfully submitted,

Approved by board vote on March 21, 2024

V. Carpenter, Recording Secretary

M. Vickery, Board Secretary

APPROVED