



## Board of Trustees Regular Meeting MINUTES

Thursday, April 18, 2024 at 4:00pm  
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); Odgers (Treasurer); Gedman and Deyo (Trustees). Beuthin (Trustee) and Vickery (Secretary) were absent. Also present were: Howard (Director); Baldwin, Morey, 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.

President Pakieser recognized that Secretary Vickery was absent and appointed Jones as Acting Secretary for the meeting with Jones accepting.

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

It was MOVED by Odgers, SUPPORTED by Gedman, to approve the agenda as presented. Motion CARRIED.

### 4. **Public Comment**

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

### 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 Gedman, to accept and affirm receipt of the consent calendar information as presented. Motion CARRIED.

### 6. **Items Removed from the Consent Agenda**

There were no items removed from the Consent Calendar.

### 7. **Presentation: Talking Book Library, Anita Chouinard**

Anita Chouinard, Larry Gorton Talking Book Library (TBL) Manager, noted that the TBL provides free audio and Braille materials to visually, physically and reading impaired patrons to eight (8) counties, including Grand Traverse county and seven other surrounding counties. With a generous donation from a long-time patron of TBL, the department was renamed after the donor, Larry Gorton, and several adaptive technology pieces were added to TADL's Library of Things. Chouinard showed the

board a lighted magnifier, talking ruler, talking color decoder, and a hand-held media player. She currently does outreach to ten (10) senior living facilities along with a second staff member who provides digital literacy to the residents. The majority of the TBL services provided are handled by phone and through the mail, however Chouinard reports that there are about 70-90 walk-in patron interactions per month. TBL helps many patrons with dyslexia and conditions such as Parkinson's. Items Chouinard would like to add to the Library of Things collection would be talking graphic scientific calculators for students, children's STEM Kits, and Braille board games such as Monopoly.

8. **Director Report**

Howard confirmed her report and highlighted the following:

- The on-site audit work is finished and Howard thanked Baldwin for her work with the auditors.
- Howard attended Library Advocacy Day in Lansing. She met with state Representative Betsy Coffia and Senator John DaMoose and discussed the need for more funding for libraries. The Library of Michigan is looking at several pieces of proposed legislation, including remote meeting access for board members and the Freedom To Read, neither of which have gone to the legislature yet. Overall, it was a good day complete with a fantastic line-up of bookmobiles from attending libraries.
- Andy Schuck, Head of Youth Services, is coordinating the Feed America program through the library, which provides free food for children 0-18 years old. Food will be made available for 10 weeks beginning in June and ending in August: 5 mornings a week at the Main branch, 2 mornings at East Bay Branch, and 2 mornings at Kingsley Branch. Volunteers are needed.
- Bathroom renovations are going well. Bret Boulter, Facilities Manager, is following up to remedy a few issues.
- TADL has received permission to show *ABC's of Book Banning* at the board study session/retreat.
- Howard, Baldwin, McKenna and Myers attended the annual Public Library Association Conference in April. A summary report will be provided at the next regular board meeting.

9. **Old Business**

a. *Meeting Room AV Updates*

TADL has had an increasing expectation and demand for hybrid meeting accommodations. Meeting room A/V upgrade quotes from two companies were included in the packet for review. Because TADL has received more inquiries for hybrid meetings and since there is a 5-year window to complete the elevator updates, Howard asked the board to approve the meeting room A/V upgrades quoted by Ethan Fitzpatrick Production (EFP) now and postpone the elevator updates to a later date. Morey, Assistant Director for Technology, answered questions from the board regarding the quote comparisons and noted that the equipment EFP included is high-end, popular in many schools and churches, and at the same time non-technical staff will be able to easily interact with it. He also noted that this upgrade is robust enough to avoid coming back to the board for another upgrade in the near future. It was **MOVED** by Jones, **SUPPORTED** by Odgers, to approve an expenditure from the Public Improvement Fund to EFP for an amount not to exceed \$149,000 for the meeting room A/V upgrades as quoted and presented.

A roll call vote was taken with the following results:

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

Motion **CARRIED** with 5 ayes.

10. **New Business**

a. *Fife Lake DDA*

Howard attended the Fife Lake Downtown Development Association (DDA) special meeting. It was her understanding that the DDA would like TADL to consider not opting out of the tax capture. Per policy, industry resources, and advice of Counsel it is recommended that libraries opt out when available. In addition, if the millage passes in August, TADL is automatically opted out of all tax captures except for Brownfield. It was noted that the Fife Lake Public Library Board could choose to enter into an MOU with the Fife Lake DDA to return funds to the DDA, if they chose to. It was **MOVED** by Jones, **SUPPORTED** by Gedman, to follow TADL's tax capture policy to opt out of the Fife Lake DDA tax capture for reasons presented in discussion and in Howard's memo to the board included in the packet. Motion **CARRIED**.

b. *Discussion: Millage Back-up Plan*

Howard noted that the current millage vote is scheduled for August 6. If the millage did not pass on August 6, the deadline for the November ballot language is due eight days later, on August 14. This discussion item has been moved to the study session/retreat in May.

11. **Public Comment**

President Pakieser opened the floor for public comment. The following people addressed the board: Heather Brady, TADL Marketing and Communications Manager, invited everyone to the upcoming and biggest yet Makerfest, in which TADL partnered with Grand Traverse County Recycle Smart this year and will feature nearly fifty exhibitors.

12. **Trustee Comment**

Odgers noted several students in the audience and thanked them for attending. She also appreciated the presence of a representative from the League of Women Voters in the audience.

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

A closed session was not needed.

14. **Adjournment**

With a motion to adjourn by Odgers, supported by Deyo, President Pakieser adjourned the meeting at 5:00pm.

Respectfully submitted,

Approved by board vote on June 20, 2024

V. Carpenter, Recording Secretary

M. Vickery, Board Secretary