



Board of Trustees Regular Meeting MINUTES

Thursday, August 15, 2024 at 4:00pm
Kingsley Branch Library
213 S. Brownson Ave., Kingsley, MI 49649

1. **Call to Order**

The meeting was called to order by President Pakieser at 4:12pm. Present were: Pakieser (President); Jones (Vice President); Odgers (Treasurer); Vickery (Secretary); Beuthin, Gedman, and Deyo (Trustees). Also present were: Howard (Director); Carpenter, Morey, and Baldwin (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**

Howard requested three amendments: 1) move New Business item 8a, attorney contract, to item 4.5 due to availability of the attorney; 2) add Old Business, item 7.5a, approval of location change of September regular board meeting; and 3) add New Business, 8h, Mobile Apps Privacy Policy. It was MOVED by Jones, SUPPORTED by Odgers, to approve the agenda as presented with the aforementioned amendments. Motion CARRIED.

4. **Public Comment**

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

4.5 **Attorney Contract**

Howard noted that TADL's attorney has left his legal practice and is no longer able to provide services for TADL. Anne Seurnyck of Foster Swift in Grand Rapids is Michigan's known expert on library law, is familiar with district library law, and is able to take TADL as a client. Seurnyck, via virtual attendance gave a brief overview of her services and the breadth of legal services available to TADL through Foster Swift. Trustees asked logistics questions of Seurnyck and responded to Seurnyck's questions for them as to what their concerns and goals were as a board. Seurnyck's focus is on proactive legal service.

5. **Consent agenda**

- a. Approval of Minutes: Regular Meeting – June 20, 2024
- b. Department Reports
- c. Finance and Facilities Committee Report – August 6, 2024
- d. Policy and Personnel Committee Report – did not meet
- e. Financial Reports
- f. Member Library Communications – FLPL | IPL | PCL
- g. Friends of TADL Report – Jud Barclay, President
- h. Correspondence

Jones requested to remove item b. It was also noted that the Director of Peninsula Community Library was present and therefore item f should be removed for in-person communications. It was MOVED by Beuthin, SUPPORTED by Gedman, to remove items b and f for comments, and to affirm receipt and accept the balance of the consent calendar information as presented. Motion CARRIED.

6. **Items removed from the Consent Calendar**

Vicki Shurly, Director of Peninsula Community Library (PCL), thanked the TADL board and staff for all that they do for PCL, especially the Tech Department. She also congratulated TADL on a successful millage as it also impacts services at PCL. Howard thanked the Friends of PCL who helped with millage advocacy.

Jones, commented on the lack of reports lately from two of the member libraries, Interlochen (IPL) and Fife Lake (FLPL). He would like updates on what is happening at those libraries since they are part of the district. Howard noted that the member libraries are under no obligation to provide a report, and also FLPL has been operating with a temporary director until recently. President Pakieser offered to connect with the member library board presidents to maintain district connections.

7. **Director Report**

Howard confirmed her report and highlighted the following:

- Summer at the library was very busy. Thank you to Trustee Deyo for helping out with the Free Lunch program.
- A special thank you to Brady, TADL's Marketing and Communications Manager, for her work in providing factual and timely information to the community prior to the millage.
- Congratulations to Chouinard, manager of the Larry Gorton Talking Book Library, on receiving the National Library Services' Advisory and Outreach Center of the Year Award.
- The Ax My Tax petition which would greatly affect libraries and other municipalities did not get enough signatures and will not be on the November ballot.
- Union negotiations are intended to be finalized in September or October.

7.5 **Old Business**

a. *Approve September Board Meeting Location Change*

It was MOVED by Jones, SUPPORTED by Odgers, to change the location of the September regular board meeting from Kingsley Branch Library to Peninsula Community Library.
Motion CARRIED.

8. **New Business**

a. *Attorney Contract*

It was MOVED by Beuthin, SUPPORTED by Odgers, that the Director be authorized to enter into contract with Anne Seuryck of Foster Swift for TADL general legal services. A roll call vote was taken with the following results:

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

Motion CARRIED with 7 aye.

b. *MERS Conference Delegate Certification Form*

Howard noted that one officer delegate (and alternate) and one employee delegate (and alternate) is elected by MERS participants each year to attend the MERS Annual Conference with authorization to vote at the annual business meeting. It was MOVED by Beuthin SUPPORTED by Odgers, to authorize the elected delegates and alternates as presented.
Motion CARRIED.

c. *Security Software Expense*

Morey, Assistant Director of Technology, provided background information that led to a recommendation to preserve the library's security posture. The enhanced security plan would include more immutable backups in cloud providers, system monitoring and response support, and a password manager. With the world's increasing sophisticated and damaging cyberattacks, the benefits of the enhanced monitoring and support systems will far outweigh the costs of a cyberattack without the enhancements. Following discussion, it was noted that the services would only cover all six libraries within the district, not those with technology agreements with TADL. Those agreements could be revisited if appropriate. Howard asked that the services be paid for from the Public Improvement Fund. It was MOVED by Pakieser, SUPPORTED by Beuthin and Odgers, to pay for the necessary cyber security services with funds from the Public Improvement Fund for the not to exceed amount of \$48,000. A roll call vote was taken with the following results:

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

Motion CARRIED with 7 aye. Vickery noted his appreciation for the forward lean and proactive stance Howard and Morey were taking on cyber security for the library.

d. L-4029 Tax Rate Request Form

It was MOVED by Odgers, SUPPORTED by Vickery, to approve the L-4029 2024 Tax Rate Request at 1.1mils. A roll call vote was taken with the following results:

Odgers – aye	Deyo – aye	Vickery – aye
Pakieser – aye	Jones - aye	Beuthin – aye
Gedman – recused himself due to the connection to his employment		

Motion CARRIED with 6 aye, 1 recused.

e. Kingsley Branch Remodel

The population of Kingsley is growing and getting statistically younger. Howard explained that KBL will undergo a remodel and design change swapping the youth and adult areas to accommodate better spacing needs. An RFP will not be required because The Friends of the Kingsley Branch Library (KBL) will be reimbursing TADL for project costs. Deyo noted that the plans were complete, well designed and thought out, and MOVED to proceed with the remodel at KBL, SUPPORTED by Gedman, as presented. Motion CARRIED.

f. MLA Annual Conference Reception Alcohol Approval

Howard explained that because TADL does not allow alcohol on the premise, the request was to allow alcohol to be served at TADL during the annual MLA Conference Reception in October, a one-time event during closed hours. It was MOVED by Jones, SUPPORTED by Gedman, to allow for the distribution and consumption of alcohol as presented. Motion CARRIED.

g. Successful Millage Recognition

Howard announced that most Michigan library millages on the ballot had passed. TADL passed with 65% approval, a little less resounding than 2016 millage but on pace with TCAPS millage. The area voting turnout was 33%, with no organized opposition.

The budget will now increase about \$2.2 million per year. Member libraries will also receive more in their annual disbursements since the agreements are percentage based. Baldwin noted that the restored 1.1 millage tax rate is levied in December and that she will delay the revenue to begin January 1, 2025.

h. 3.8 TADL Mobile App Policy

Per Google App Store's updated requirements, TADL must have a mobile app privacy policy accessible on our website in order for the TADL mobile app to be visible and downloadable in the Google store. New policy 3.8, crafted based on other peer libraries fulfills the requirement to retain our mobile apps accessibility. It was MOVED by Gedman, SUPPORTED by Jones, to approve new policy 3.8 TADL Mobile App Policy as presented. Motion CARRIED.

9. **Public Comment**

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

10. **Trustee Comment**

Beuthin mentioned a collaboration of journalist and news organizations partnering regarding the importance of local journalism. Howard noted that she had met with representatives from the group regarding how the library could play a supportive role in their mission and is waiting for follow-up information as their project progresses.

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

A closed session was not needed.

12. **Adjournment**

With no more business to address, and a motion from Odgers, President Pakieser adjourned the meeting at 5:11pm.

Respectfully submitted,

Approved by board vote on September 19, 2024

V. Carpenter, Recording Secretary

M. Pakieser, Board President