



**TADL Board of Trustees**  
**Finance & Facilities Committee**  
September 3, 2024  
2:00 pm ~ Thirlby Room

610 Woodmere Ave. / Traverse City, MI / 49686

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**Attendance:** P. Deyo in person and S. Odgers virtually. B. Boulter, D. Baldwin and M. Howard, staff. J Jones was absent.

**Agenda Approval:** It was motioned by Deyo and seconded by Odgers to approve the agenda. All were in favor. The agenda was approved.

**Minutes Approval:** It was motioned by Deyo and seconded by Odgers that the minutes from the August 6, 2024, Finance and Facilities Committee be approved as amended. All were in favor. The minutes were approved.

**Public Comment:** No public comment.

**Facilities:**

**1. TADL Facility Plan**

As we look to add more staff and see the needs for departments shift, Howard and Boulter are looking toward making a Facility Plan. Part of that is the need for more space and the long-held desire from past management and board members to create a larger teen space.

**2. Carnegie Branch**

Howard has met with City officials exploring the idea of TADL opening a branch that would function as a Local History Culture Center and Museum. Howard has mentioned this to past TADL Boards. The lease for Crooked Tree is over June 2025. Howard is requesting via the City Manager a chance to be considered as a tenant for that building and partner with the City to manage the Con Foster collection as a part of being a tenant.

**3. Elevator Conditioning**

Boulter and Howard received the final quote from Otis about the elevator conditioning. Trustees discussed various options. RU but nothing else which keeps it in the originally approved budget of \$200,000. It was motioned by Deyo and seconded by Odgers to add the Auto Safe ERU but nothing else. All were in favor. This keeps the amount under the originally approved budget of \$200,000. No board action is needed.

## **Finance:**

### **1. Surplus funds from the 2023 Budget**

Carried over from the August discussion, the Board discussed that there was a surplus of \$384,598 from the 2023 budget. The Trustees would like more information from MERS Representative Tony Radjenovich about the pros and cons of paying off the unfunded pension liability. This will be discussed at the October Finance and Facility meeting.

### **2. RFP Design Work**

Based on the above discussion, Howard would like to do an RFP for design work. Howard acknowledges that part of this discussion is the decision about a Carnegie Branch location but she'd like approval from the Board to start the process. It was motioned by Deyo and seconded by Odgers to forward this to Board discussion and approval at the September Board meeting. All were in favor. The motion was approved.

### **3. RFP Strategic Planning Services**

Due to the cost and importance of the Strategic Plan, Howard would like to do an RFP for Strategic Planning Services. It was motioned by Deyo and seconded by Odgers to forward this to Board discussion and approval at the September Board meeting. All were in favor. The motion was approved.

### **4. RFP Chillers**

Due to the length of time it will take to order and replace the chillers, and the multitude of factors involved including looking at more environmentally friendly options, Howard and Boulter would like permission to start the process of an RFP to replace at least the smaller Chiller. There was some discussion. It was motioned by Deyo and seconded by Odgers to forward this to Board discussion and approval at the September Board meeting. All were in favor. The motion was approved.

**Next Meeting Date / Time:** October 1, 2024 at 2:00 pm

**Next Meeting Topic Suggestions:** Decision to direct money toward the Unfunded Pension Liability, 10-year Capital Improvement Plan, and 2025 Budget.

**Public Comment:** No public comment.

**Adjournment:** It was motioned by Deyo and seconded by Odgers to adjourn. The motion passed and the meeting adjourned at 3:12 p.m.