



TADL Board of Trustees
Finance & Facilities Committee
October 1, 2024
4:00 pm ~ Thirlby Room

610 Woodmere Ave. / Traverse City, MI / 49686

Attendance: P. Deyo, J. Jones in person and S. Odgers virtually. B. Boulter, M. Myers and M. Howard, staff.

Agenda Approval: It was motioned by Jones 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 September 3, 2024, Finance and Facilities Committee be approved. All were in favor. The minutes were approved.

Public Comment: No public comment.

Facilities:

1. Ten Year Plan

Howard and Boulter presented their 10-year Capital Improvement Plan, acknowledging that there needs to be some significant investment in funds in the Main library. Odgers ask that the plan be given to the whole Board. Howard will put it in the minutes.

2. Safety Plan/ Emergency Action Plan

Howard introduced the Emergency Action Plan. She gave credit to Boulter for doing this project with the help of a consultant as it was very much needed and took a lot of time. The plan is an internal document only.

Finance:

1. 2025 Budget

Howard introduced the budget in a line-by-line process and answered questions when needed. It was motioned by Deyo and seconded by Jones to have a public hearing and Board approval of the budget at the October 24th meeting. All were in favor. The motion was approved.

2. Surplus funds from the 2023 Budget

Carried over from the August and September discussion, the Board discussed the surplus of \$384,598 from the 2023 budget. Howard brought some more information from Tony

Radjenovich, MERS representative. It was motioned by Jones and seconded by Deyo to use 50% of the funds toward the MERS Unfunded Accrued Liability and 50% to the General Fund. There was some discussion by Odgers to contribute more. The total contribution for 2024 will be \$192,299 (Surplus funds) + \$120,000 (monthly payment) = \$312,299. The vote was called. All were in favor. The motion was approved to add this to the October Board agenda for full board approval.

3. Request for Funds from the Public Improvement Fund (PIF)

Howard explained that Chouinard from the Talking Book Library (TBL) would like to use some of her PIF money to purchase a Vispero High Definition Desktop Video Magnifier to use with patrons in the TBL. It was motioned by Jones and seconded by Deyo to forward this to Board for approval at the October Board meeting. All were in favor. The motion was approved.

4. STT Security Contract

Howard explained that this contract is over her spending limit. It provides for security guards year-round at the main library. It was motioned by Deyo and seconded by Jones to forward this to Board for approval at the October Board meeting. All were in favor. The motion was approved.

5. Director Review and Compensation

The Trustees and Howard discussed her review that was very positive acknowledging the awards received and millage passing. It was motioned by Deyo and seconded by Jones to give Howard a 7% raise. There was some discussion. Deyo revised his motion to 9% raise. Jones agreed to that revision. All were in favor to forward this to Board for discussion and approval at the October Board meeting. The motion was approved.

Next Meeting Date / Time: November 12, 2024 at 2:00 pm

Next Meeting Topic Suggestions: None.

Public Comment: M. Myers commented positively about Howard and the awards received this year that has never happened before. Boulter commented positively about working with Howard.

Adjournment: It was motioned by Deyo and seconded by Odgers to adjourn. The motion passed and the meeting adjourned at 5:29 p.m.