



Board of Trustees Regular Meeting
MINUTES (approved)
Thursday, May 19, 2016 at 5:00pm
Peninsula Community Library
2699 Island View Rd., Traverse City, MI 49686

1. Call to Order

The meeting was called to order by President Gillman at 5:00pm. Present were Gillman (President), Marek (Vice President), Beasley (Secretary), Jones, Payne, and Moyer (Trustees). Kachadurian (Treasurer) was absent. Also present were Zeits (Counsel), Parsons (Director) and Carpenter (Staff).

2. Approval of agenda

It was MOVED by Beasley, SUPPORTED by Marek to approve the agenda as presented. Motion CARRIED.

3. Approval of minutes

It was MOVED by Beasley, SUPPORTED by Marek, to approve the regular meeting minutes of April 21, 2016 as presented. Motion CARRIED.

4. Public Comment

President Gillman opened the floor for public comment. The following people addressed the board: Donna Hornberger, Peninsula Township and Peninsula Community Library (PCL) Board President, welcomed the TADL Board on behalf of the PCL Board and staff members. Pat Thompson, Interlochen Public Library (IPL) Board President, announced that the new building capital campaign has received \$2.1 million in pledges of the \$2.5 million needed and will have another \$100K once a \$50K matching grant is met. She attributed that success to a great campaign committee. Thompson also highlighted IPL's well-received annual Mother-Daughter Tea Party event and noted several upcoming events including a community event at the new building property on July 31st.

5. Reports and Communications

a. *Director Report*

Parsons confirmed her written report and added the following:

- Andrew Schuck has been hired as TADL's new YS Coordinator. He interned briefly at TADL in 2006 and will start his new position mid-June.
- Parsons and other district library staff members are coordinating presentations throughout the county at township meetings, city and county meetings, as well as many civic and charity organizations, to provide factual information about the library and the upcoming millage renewal.
- Parsons proudly announced that Aaron Olson, TADL's Audio-Visual Department Coordinator, received the 2016 Making Democracy Work Award from the League of Women Voters.

President Gillman noted that Departmental Reports were included in the board packet. There were no additions to those reports.

b. *Financial Report*

Parsons confirmed her April report, highlighting the following:

- March Revenue – Property taxes received as of April 30 are \$81K over budget with small amounts still trickling in. The first half of State Aid has been received in the amount of

\$31,633. Half of that amount will go to the Library Cooperative. Parsons hopes to see House Bill 5578 passed regarding the Dark Stores referendum as the tax refunds granted have a negative effect on the library budget. TADL revenues are on track for this time of year as compared to last.

- March Expenses – Expenses are skewed slightly high at 42.4% for April due to items which are paid early in the year such as employee HSA annual health insurance payments, member library contracts, and other insurance. Professional and contractual items are down due to the recent switch to in-house ILS hosting.

c. *Member Library Reports*

Written reports were provided by Directors Julie Kintner of Fife Lake Public Library, Renee Kelchak of Interlochen Public Library, and Vicki Shurly of Peninsula Community Library.

Parsons indicated that Kintner, who was not in attendance at the meeting, wished to thank the TADL Board for their consideration of the member library contract with Fife Lake Public Library that is later on the agenda.

d. *Committee Reports*

Gillman noted that the Facilities and Services Committee, the Personnel Committee, and the Policy Committee had not met since the last board meeting.

Payne noted that the Finance Committee had met and discussed the Schmuckal Trust donation later on the agenda and reserved comment until that time.

e. *Other Reports and Communications*

- Friends' Report – MaryIn Lawrence, Friends Board President
Lawrence reported a successful annual meeting. The Friends Board Committees are gearing up for upcoming events including the Annual Book Sale in September. Garden books will be featured at the on-going book sale for the month of June. Lawrence reported that the Friends Board Vice-President will be working closely with her to assume the role of President in 2017. A policy manual is under development.

6. Presentation – Amy Barritt, Local History Collection

Amy Barritt, Special Collections Librarian at the Woodmere main branch of TADL, spoke about the local history collection archives recently acquired from The Traverse Area Historical Society, formerly called The History Center of Traverse City. She noted that since February the collection has already helped 50 researchers and that volunteers have logged more than 200 hours. Barritt highlighted media coverage and other means of communication regarding the collection and noted that the collection is non-browsing and patrons should contact the Woodmere Reference Department to access the information. To date, much of the collection has been cataloged and is expected to be linked to the TADL website in the future. An invitation-only Grand Opening Celebration is planned for May 20th.

7. Old Business

a. *Fife Lake Public Library member library contract*

Gillman noted that contract renewal negotiations with Fife Lake Public Library (FLPL) incorporated the same terms and formulas used in the recently approved member library contract with Peninsula Community Library. It was **MOVED** by Beasley, and **SUPPORTED** by Payne to accept and approve the member library contract between TADL and FLPL as presented. A roll call vote was taken with the following result:

| | | |
|---------------|-------------|---------------|
| Jones – Aye | Payne – Aye | Moyer – Aye |
| Gillman – Aye | Marek – Aye | Beasley – Aye |

Motion **CARRIED**.

b. *Last Member Library Contract*

Gillman proposed that the Member Library Contract Committee consisting of Payne, Beasley, and Kachadurian consider applying the same terms and formulas used in the Peninsula Community Library (PCL) and Fife Lake Public Library (FLPL) member library contract renewals to the contract renewal with Interlochen Public Library (IPL). Some concern was expressed that IPL may require different terms in the near future due to the intended construction and operation of a new building. The committee confirmed that amendments were possible under the proposed contract terms. It was MOVED by Payne, and SUPPORTED Marek to proceed with IPL's contract renewal as discussed. Motion CARRIED.

c. *Schmuckal Trust Discussion*

Zeits (Counsel) contacted Schmuckal Trust representative Scott Harvey to set a meeting date to discuss usage or refusal of funds offered by the Schmuckal Trust to establish a library in Blair Township. No date has been set yet. The Blair Library Committee has been invited to the Facilities and Services Committee meeting to be held on May 26.

8. Public Comment

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

Payne noted that the Interlochen Public Library new building campaign fund had received a generous donation from the Allen Foundation, Inc. of Midland, Michigan.

9. Adjournment

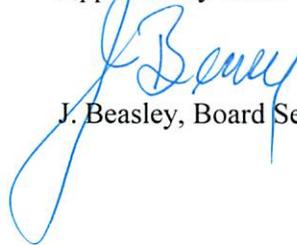
With no further business remaining, Gillman adjourned the meeting at 5:31 pm.

Respectfully submitted,



V. Carpenter, Recording Secretary

Approved by board vote on June 16, 2016,



J. Beasley, Board Secretary