



**TADL Board of Trustees  
Finance & Facilities Committee**

August 12, 2025  
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, Trustees. J. Jones, absent. B. Boulter, and M. Howard, staff.

**Agenda Approval:** It was motioned by Deyo and seconded by Odgers to approve the agenda as amended by adding the Arctic Wolf Contract under Finance. All were in favor. The agenda was approved.

**Minutes Approval:** It was motioned by Deyo and seconded by Odgers that the minutes from the June 3, 2025, Finance and Facilities Committee be approved. All were in favor. The minutes were approved.

**Public Comment:** No public comment.

**Finance:**

**1. MERS Statement**

Howard explained that the MERS statement was a surprise this year with percentage of unfunded liability falling from 94% funded to 86% funded. Unbeknownst to Howard and Baldwin, MERS has changed the way it calculates retirees. It now considers any employee who is eligible to retire as retired in terms of liability. For TADL, this means 9 people are considered retired which tripled the required payment. MERS representative, Tony Radjenovich, will be at the August meeting to answer questions.

**2. MERS Delegates**

Howard explained that every year one administrator and one MERS enrolled employee attend the MERS Annual Conference. Representatives this year are Christina Meyers (Danielle Baldwin, alternate) for the administration and Katheryn Carrier (Kate Parvel alternate) for the employees. Deyo made the motion to accept those delegates and forward this to the August Board meeting for approval. Odgers seconded. All were in favor.

**3. Surplus from the 2024 Budget Allocations**

There was \$76,776 surplus from the 2024 budget. Traditionally, this money is divided in half and put into the Public Improvement Fund/General Fund and the MERS Unfunded Pension liability. Trustees decided to leave this discussion until the September meeting,

in order to listen to MERS representative Radjenovich at the August meeting.

4. **L-4029**

Howard explained that this form needs Board approval and is submitted annually to Grand Traverse County and Leelanau County to receive millage funds. TADL did receive a Headlee rollback, so that millage rate changed from 1.1 mils to 1.084 mils. Deyo made the motion to accept this forms and forward this to the August Board meeting for approval. Odgers seconded. All were in favor.

5. **Fund Balance Update**

Baldwin and Howard provided an update to what the Fund Balance is as TADL looks to future expenses including the carpet.

6. **Letter to the City Commission in support of the Day Shelter**

Howard explained that even though the City Commission had recently approved funding until the end of the year to Jubilee House for day shelter services, she still thought it was important to send the letter to the City Commission about continued day shelter services. Vickery offered some edits to the letter. Howard will make those changes and provide the letter to the Board for the August meeting for review and approval.

7. **Arctic Wolf Expenditure**

Howard explained that TADL signed a contract with People Driven Technology/Arctic Wolf for a Cybersecurity services. This service has been well received by staff to mediate cybersecurity risks. The new contracted is for \$40,619.56. This is an 8% increase plus additional antivirus/end-point protection, that S. Morey, Assistant Director of Technology, has bundled into this contract. Additionally, TADL added one of our contract libraries, Suttons Bay-Bingham District Library, to our plan. This item is budgeted for but exceeds Howard's spending limit. Deyo made the motion to allow the director to go over her spending limit and pay this bill to continue the services, and to forward this to the August Board meeting for approval. Odgers seconded. All were in favor.

**Facilities:**

1. **Grant approval for Michigan Township Participating Plan Grant Application for new Bollards.**

Boulter explained that many of TADL's bollards need replacement and repair. This grant would help fund this project and requires Board approval. Deyo made the motion to approve of this grant application and forward this to the August Board meeting for Board approval. Odgers seconded. All were in favor.

2. **Facilities Updates:**

a. **Generator**

Boulter has communicated with Grand Traverse County regarding TADL being

an emergency shelter. Due to the significant cost, the County can only help with providing a generator in the case of an emergency, but cannot help financially with anything else. Due to the cost, Boulter is no longer going to pursue this topic unless the Board asks to do so or if this becomes a priority through the strategic planning process.

b. **Carpet Consultants**

Howard, Boulter, and some other staff will meet with Matt deBear from Library Design on Friday, August 15th. Howard will have more information in September or October.

3. **Staff Wish List**

Howard shared the Staff Wish List. Discussion followed.

**Next Meeting Date / Time:** September 2, 2025 at 2:00 pm

**Next Meeting Topic Suggestions:** Gutters, Carpet, MERS, Excess Funds from 2024.

**Public Comment:** None.

**Adjournment:** It was motioned by Deyo and seconded by Odgers to adjourn. The motion passed and the meeting adjourned at 3:05 p.m.