



TRAVERSE AREA DISTRICT  
LIBRARY

**Board of Trustees Special Meeting**  
MINUTES - approved  
Wednesday, June 11, 2019 at 5:00pm  
**Thirlby Room**  
610 Woodmere Ave., Traverse City, MI 49686

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1. **Call to Order**

The meeting was called to order by President Gersch at 5:00 pm. Present were: Gersch (President); Vickery (Vice-President); Gillman (Treasurer); Jones (Secretary); Odgers (via phone), Mathewson, and Sullivan (Trustees). Also present were Zeits and Adams (Counsel); Radjenovich (Business Manager)

2. **Pledge of Allegiance**

Due to the lack of a flag, this was passed on.

3. **Approval of agenda**

It was MOVED by Gillman, SUPPORTED by Sullivan, to approve the agenda as presented. Motion CARRIED.

4. **Public Comment**

President Gersch opened the floor for public comment. Michele Howard, of Grand Traverse County and TADL Director Select and employee, thanked the board for selecting her for the position of director. She questioned whether the board had received her email and whether she should stay for the discussion. Gillman suggested that a more candid discussion could take place by the board if she were not present.

5. **Discussion of New Library Director Contract Terms of Employment**

Jones thanked Gillman for sending out information on salary spreads for director positions. Adams mentioned that Jones had asked about an employment agreement. Adams passed out a sample of an agreement for the board to review. She then reviewed the agreement with the board and answered questions in regards to length of term of the contract, start date, PTO and benefits, and non-disclosure obligations.

It was MOVED by Gillman, SUPPORTED by Mathewson, to accept the employment agreement presented by counsel with the exception of changing the PTO to align with what was received by the current director when she took office, and to add a start date. Discussion continued with a question by Odgers as to whether this contract takes away the "at will" status. Adams confirmed this. Discussion ensued as to whether Provision 3 was sufficient to cover Howard's duties as a member of the City Commission. Vickery expressed concern over Howard's position as a member of the Commission and that it was impossible to separate responsibilities. After discussion, it was decided that Adams would include a separate Conflict of Interest paragraph. Gillman MOVED to amend his motion to include a change concerning Conflict of Interest, however support for the motion was not made and the motion was lost. Zeits noted that she didn't think it was a clear case of incompatibility. She will research further and also talk to the City attorney.

After more discussion, Gillman MOVED to amend his original motion, SUPPORTED by Mathewson, to approve the use of the employment agreement with appropriate modifications in regards to PTO,

Conflict of Interest, and to include a start date of October 1, 2019 for two years. A roll call vote was taken with the following results:

Jones – aye	Sullivan – aye	Gillman - aye
Mathewson – aye	Gersch – aye	
Odgers – aye	Vickery - aye	

Motion CARRIED with 7 aye.

Gillman provided information to support a suggested salary amount. Following discussion, it was MOVED by Sullivan, SUPPORTED by President Gersch, to offer \$84,500 commencing on October 1, 2019, and to include a pay increase of \$2000 per month for August and September while Howard transitions into the director position. A roll call vote was taken with the following results:

Jones – aye	Sullivan – aye	Gillman – aye
Mathewson – aye	Gersch – aye	
Odgers – aye	Vickery – aye	

Motion CARRIED with 7 aye.

6. **Possible Closed Session for Consideration of Written, Attorney-client Communication Regarding Employment Matter**

At 6:10pm it was MOVED by Gillman, SUPPORTED by Jones, to enter into closed session to consider written, attorney-client communication regarding an employment matter. A roll call vote was taken with the following results:

Jones – aye	Sullivan – aye	Gillman – aye
Mathewson – aye	Gersch – aye	
Odgers – aye	Vickery – aye	

Motion CARRIED with 7 aye.

Open session resumed at 6:20pm. It was MOVED by Gillman, SUPPORTED by Jones, to accept the recommendations of counsel in regards to the written, attorney-client communication regarding an employment matter. A roll call vote was taken with the following results:

Jones – aye	Sullivan – aye	Gillman – aye
Mathewson – aye	Gersch – aye	
Odgers – aye	Vickery – aye	

Motion CARRIED with 7 aye.

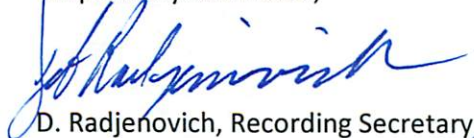
7. **Public Comment**

President Gersch opened the floor for public comment. Katheryn Carrier, Grand Traverse County resident and TADL employee spoke on her observations: in regards to a conflict of interest for Howard being on the City Commission, Carrier did not see any difference between that and Trustee Gillman sitting on the Road Commission board and the TADL board; in regards to the comment concerning another director being willing to take a pay cut to take the position, she noted that a previous director had asked the board for a pay increase after accepting the position. Carrier also stated that she is looking forward to working for Howard.

8. **Adjournment**

With a motion by Gillman and with no further business to discuss, President Gersch adjourned the meeting at 6:25pm.

Respectfully submitted,

  
D. Radjenovich, Recording Secretary

Approved by board vote on June 20, 2019,

  
J. Jones, Board Secretary