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KDL
Kent District Library

**Information.
Ideas.
Excitement!**

BOARD OF TRUSTEES MEETING MINUTES

LOCATION

KDL Meeting Center (814 West River Center Dr., Comstock Park, MI 49321)

DATE

Thursday, August 15, 2019 at 4:30 p.m.

BOARD PRESENT: Shirley Bruursema, Andrew Erlewein, Sheri Gilreath-Watts, Allie Bush Idema, Charles Myers, Tom Noreen, Caitie S. Oliver, Penny Weller

BOARD ABSENT: None

STAFF PRESENT: Jaci Cooper, Lindsey Dorfman, Joyanne Huston-Swanson, Anjie Gleisner, Randy Goble, Claire Horlings, Brian Mortimore, Laura Powers, Kurt Stevens, Carrie Wilson

GUESTS PRESENT: Bill Brinkman, Tim Brown, Warren Mason

I. CALL TO ORDER

Chair Weller called the meeting to order at 4:37 p.m.

II. PLEDGE OF ALLEGIANCE

III. LIAISON REPRESENTATIVE COMMENTS – Mr. Brinkman reported on the recent happenings in Plainfield Charter Township:

- The Grand Rogue Park plans to open late fall. The township obtained 24 additional acres for more fishing access through a deed.
- Versluis Park is hosting a triathlon this weekend.

IV. PUBLIC COMMENTS – None.

***V. CONSENT AGENDA**

- A. Approval of Agenda
- B. Approval of Minutes – July 18, 2019

Motion: Mr. Noreen moved to approve the consent agenda as presented.

Support: Supported by Ms. Idema.

RESULT: Motion carried.

***VI. FINANCE REPORTS** – July 2019

The Director of Finance gave a brief overview of the June cash report:

- Cash is up \$1 million over the same time period in the prior year. KDL is 58% through the fiscal year and has received 95% of budgeted revenues, and has spent 51% of budgeted expenditures.
- KDL and Library for the Blind and Physically Handicapped received their second state aid payments.
- The largest check issued for July was to bibliotheca for eContent.

Motion: Mr. Myers moved to receive and file July 2019 finance reports as presented.

Support: Supported by Mr. Erlewein.

RESULT: Motion carried.

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VII. LAKELAND LIBRARY COOPERATIVE REPORT

Ms. Bruursema reported on the following item(s) from the August 8 LLC meeting:

- The operating budget, pass through budget, and capital fund budget
- A server upgrade with a hosted server solution
- A health insurance resolution to ensure LLC I compliant with the law
- A one-time vacation payout exception
- The tabling of the Board Slate of Nominees until September

Ms. Bruursema also announced that GRPL strategic plan passed and that their board nominations were underway.

VIII. DIRECTOR'S REPORT – July 2019

- Ms. Dorfman introduced Ms. Gleisner as the new branch manager for the Wyoming and Kelloggsville branches. Lori Holland, the longtime Wyoming and Kelloggsville branch manager, retired in July, and Ms. Gleisner resumed the role in August. Ms. Gleisner has been KDL for ten years, first as a children's librarian at Wyoming and most recently as the Gaines Branch Manager. Ms. Gleisner is pleased to work in the Wyoming community again excited to be part of a vibrant library system.
- Ms. Horlings announced that the 2019 Literary Libations gala is sold out. Mission: Read! will be the focus of the gala this year. Ms. Horlings spoke about the logistics of the day and what the board can expect.
- KDL is offering 25 scholarships to Career Online High School students. Of total 8 scholarships, 3 have been funded by friends groups.

The Board asked questions of staff and staff responded.

*IX. TRUTH IN TAXATION

A. Public Hearing

Roll-Call Vote

Motion: Ms. Bruursema moved to recess the Kent District Library Board meeting at 5:10 p.m. to commence the Public Hearing on the 2019 Millage Tax Rate Request.

Supported by Mr. Erlewein.

Ms. Bruursema – Yes Mr. Erlewein – Yes Ms. Gilreath-Watts – Yes Ms. Idema – Yes

Mr. Myers - Yes Mr. Noreen – Yes Ms. Oliver– Yes Ms. Weller – Yes

RESULT: Motion Carried 8-0.

There were no public comments.

Motion: Mr. Noreen moved to close the Public Hearing on the 2019 Millage Tax Rate Request and reconvene the regular Board meeting at 5:14 p.m.

Support: Supported by Ms. Gilreath-Watts.

B. Resolution: 2019 Millage Tax Rate Request

Roll-Call Vote

Motion: Mr. Noreen moved to approve the truth in taxation resolution to establish proposed additional millage as presented.

Support: Supported by Mr. Myers.

Ms. Bruursema – Yes Mr. Erlewein – Yes Ms. Gilreath-Watts – Yes Ms. Idema – Yes

Mr. Myers - Yes Mr. Noreen – Yes Ms. Oliver– Yes Ms. Weller – Yes

RESULT: Motion Carried 8-0.

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NEW BUSINESS

A. KDL Policy Manual – Section 5: Budget + Finance

First Reading

Minor wording changes for consistency and to reflect current titles are shown in the packet in red. Section 5.6 was expanded to include two new sections on Event Sponsorships and Acknowledging Sponsorship of Equipment, Furniture, and Fixtures.

Motion: Ms. Idema moved to approve the Section 5: Budget + Finance changes to the KDL Policy Manual as presented.

Support: Supported by Mr. Myers.

RESULT: Motion carried.

B. KDL Logo Redesign Presentation

- Mr. Goble introduced Mr. Brown and Mr. Mason from the Highland Group and explained how they brought the essence of what KDL is with a single icon. Mr. Brown led strategy and Mr. Warren led creative.
- Mr. Brown and Mr. Mason used KDL's tagline, Information, Ideas, Excitement! to create a foundation for the logo and to visually represent what KDL does for its community. The new logo and color palette have storytelling ability and much more versatility.
- Mr. Goble reviewed the timeline for the new logo rollout and shared some branded materials with the Board.

C. KDL Board of Trustees 2020 Conference Attendance - Ms. Weller opened discussion for how many board members to budget for 2020 conferences. After some conversation, the board asked staff to conduct research on how much other peer libraries spent on trustee conferences and development and how that compares to staff conferences and development in order to make an informed decision.

X. LIAISON REPRESENTATIVE COMMENTS – Mr. Brinkman announced that Governor Whitmer recently visited Plainfield Township.

XI. PUBLIC COMMENTS – None

XII. BOARD MEMBER COMMENTS

Ms. Bruursema: Ms. Bruursema reported that Dorr lost their library millage, but it was within 100 votes so the gap is closing. Ms. Bruursema attended the 2019 SuperPartyWonderDay and knows how much planning goes into that and she appreciates everyone's efforts.

Mr. Erlewein: Mr. Erlewein unable to go to SuperPartyWonderDay and was sorry he missed it.

Ms. Gilreath-Watts: Ms. Gilreath-Watts said the energy at SuperPartyWonderDay was amazing, that the event was well planned out, and that it made her even more proud to be a part of KDL. She shared something special she experienced at SuperPartyWonderDay: an out-of-town couple stopped her on their way out and told her they saw the billboard on their way to Grand Haven for vacation and told her they had an amazing time and that the food truck food was the best they had ever had. Ms. Gilreath-Watts recorded their positive testimonial.

Ms. Idema: Ms. Idema attended SuperPartyWonderDay and her toddler is still talking about the Touch-a-Truck event he enjoyed there. She and her husband had a wonderful time and they both volunteered to work the event next year.

Mr. Noreen: Mr. Noreen missed SuperPartyWonderDay and was sorry that he did.

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Mr. Myers: Mr. Myers loves the new logo and recognized some staff members that he has worked with on their anniversaries: Rich Nagel for 24 years, Jaci Cooper for 3 years, and Laura Powers for 2 years.

Ms. Oliver: Ms. Oliver worked the League of Women Voters voter registration booth at SuperPartyWonderDay, where she handed out absentee voter ballots, informational resources and stickers and she reported a positive experience doing so.

Ms. Weller: Ms. Weller thought SuperPartyWonderDay was a wonderful event again this year.

XIII. MEETING DATES

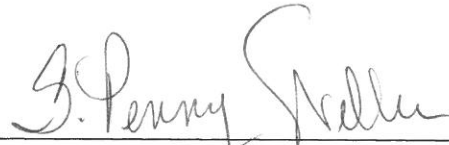
Regular Meeting: Thursday, September 19, 2019 – KDL Nelson/Sand Lake Branch – 4:30 p.m.

XIV. ADJOURNMENT

Motion: Ms. Oliver moved for adjournment at 6:20 p.m.

Support: Supported by Ms. Gilreath-Watts.

RESULT: Motion carried.



SARAH "PENNY" WELLER, KDL BOARD CHAIR
(IN KDL BOARD SECRETARY ALLIE BUSH IDEMA'S ABSENCE)