



TADL Board of Trustees Policy and Personnel Committee

November 2, 2021
10:00 am Thirlby Room

610 Woodmere Ave. / Traverse City, MI / 49686

Attendance: M. Vickery, Chair. M. Pakieser, J. Wescott, Trustees; M. Myers. D. Radjenovich, M. Howard, staff.

Agenda Approval: The agenda was approved.

Minutes Approval: The minutes of the October 5, 2021 meeting were approved.

Public Comment: There was none.

Policy:

Land Acknowledgement

With November being Native American Heritage Month, Howard asked [Holly T. Bird](#) (attorney and indigenous activist) to craft a Land Acknowledgement to be read at the November Board meeting if the trustees feel it would be appropriate. There was general support and much discussion. It was suggested that President Jones read this version into the record and then if the Trustees wish to continue some form of these, the committee will consider it at future meetings.

Bylaws Amendments

Howard and Carpenter are continuing to review policies including the Bylaws. Howard suggested some procedural changes including changing the order of the Reports. Pakieser suggested the Board use the Carver Model that includes a Consent Calendar. Also suggested was to “highlight” one member or branch library per month on a rotating basis to reduce the burden on the Member Directors and to offer more time when they are presenting. It was motioned by Wescott and supported by Pakieser to discuss this at the November Board meeting and return to committee to make further discussions.

1.51 Electronic Communication

Howard indicated there were only minor changes to this policy to clarify the importance and usage of this form of business-related trustee communication. It was motioned by Pakieser and supported by Wescott to approve the changes, and bring the policy to the whole Board for approval at the November meeting.

1.7 Policy Ethics Statement

Howard indicated there were no changes to this policy, but she would like to renumber it. Vickery mentioned it would be a good idea to include a signature line about the Ethics Statement on the Conflict Disclosure Statement. It was motioned by Pakieser and supported by Wescott to approve the changes, and bring the policy to the whole Board for approval at the November meeting.

1.8 Remote Participation

Howard indicated there were only formatting changes to this policy but it's a good time to remind everyone that after December 31, 2021, the only reason to attend a meeting remotely is for military duty. The committee approved the formatting changes and the policy will be brought to the whole Board for approval at the November meeting.

Personnel:

Director Review

Howard presented her own personal review to the committee. After some discussion the committee decided to do a hybrid approach to the director review including past questions that are the same and new questions to solicit Board remarks about the function of the Board and the director. The review for 2022 will include the tools and benchmarks mentioned in the Strategic Plan and likely be a very different review. Vickery asked Howard to create the review and forward it to the committee.

Next Meeting Date / Time: December 7, 2021 at 10:00 am.

Next Meeting Topic Suggestions: Director Evaluation; Continued Policy Review

Public Comment: Myers mentioned the importance of the Director review as it is tied to raises. Myers complimented Howard as the most hard-working person in the library.

Adjournment: The meeting adjourned at 11:33 am.