



AGENDA

Board of Trustees Regular Meeting
Thursday, March 17, 2022 at 4:00pm
McGuire Community Room
610 Woodmere Ave., Traverse City, MI 49686

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Public Comment***
5. **Approval of Minutes**
 - a. [Regular Meeting of February 17, 2022](#)
 - b. [Study Session and Retreat of March 1, 2022](#)
6. **Reports and Communications**
 - a. [Director Report](#) | [Departmental Reports](#)
 - b. [Financial Narrative](#) & Reports – [Expenses](#) | [Revenues](#)
 - c. Member Library Reports – FLPL | [IPL](#) | [PCL](#)
 - d. Committee Reports
 - a. Finance & Facilities and Services Committee –did not meet in March
 - b. Policy and Personnel Committee – [March 8, 2022](#)
 - e. Other Reports and Communications
 1. Friends' Report – Donna Hornberger, President Friends of TADL
7. **Old Business**
 - a. Review Action Items from Retreat
 - b. Discussion of Day Shelter Statement
8. **Public Comment***
9. **Trustee Comment**
10. **Adjournment**

* If you wish to speak during the Public Comment section of the meeting, please (1) wait until you are recognized; (2) approach the podium and use the microphone; (3) state your name and the county and township or city in which you reside; and (4) limit your comments to 5 minutes. Please sign in at the podium.



Board of Trustees Regular Meeting
MINUTES (approved)
Thursday, February 17, 2022 at 4:00pm
McGuire Community Room
610 Woodmere Ave., Traverse City, MI 49686

1. Call to Order

The meeting was called to order by President Jones at 4:05pm. Present were: Odgers (President); Pakieser (Vice President); Sullivan (Treasurer), Wescott (Secretary); Vickery, and Jones (Trustees). Deyo (trustee) was absent. Also present were: Howard (Director); Radjenovich (Assistant Director for Finance and Human Resources); and Carpenter (Staff).

2. Pledge of Allegiance

All members in attendance recited the Pledge of Allegiance to the Flag of the United States of America.

3. Re-appointment (Jones) Oath of Office

Secretary Wescott administered the Oath of Office to Trustee Jones, re-appointed by Grand Traverse County, to the TADL Board of Trustees, with affirmation from Jones.

4. Approval of the Agenda

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

5. Public Comment

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

6. Approval of Minutes

a. *Regular and Annual Meeting of January 20, 2022*

Jones noted a correction in the minutes under item 10, where the minutes read President Jones, but should read President Odgers. Odgers requested the addition of the presentation of a card and gift from the board of trustees, to out-going President Jones. It was MOVED by Jones, SUPPORTED by Sullivan, to approve the minutes with the aforementioned amendments. Motion CARRIED.

7. Reports and Communications

a. *Director Report | Departmental Reports*

Howard confirmed her written report and added the following:

- The MDHHS has removed the recommendation for mask wearing indoors. Patrons and staff are now no longer required to wear a mask while in the library, however some are still choosing to wear them.
- TADL has copies of the library history book, *Beyond Books* by Heather Schumaker, available for purchase.

Odgers expressed appreciation and support of the Attorney General's opinion regarding remote access for people with disabilities.

b. *Financial Reports*

Radjenovich confirmed her written reports for January 2022 and highlighted the following:

- Interest and dividends have started out in the hole this year. Unfortunately, there is not much TADL can do to change that due to the investment restrictions.
- TADL has received more business donations lately for the bookmobile.
- TADL received a reimbursement for the insurance payment made at the beginning of the year after negotiating a better rate. The refund will be applied to insurance for the bookmobile.
- Per the union contract, all RSL leave balances have been paid out and will be reflected in the February report.

c. *Member Library Reports*

A written report was included in the board packet from Vicki Shurly, Director of Peninsula Community Library (PCL). No written or verbal reports were provided from Kendall Spratt, Director of Fife Lake Public Library (FLPL) and Jennifer Thomet, Director of Interlochen Public Library (IPL).

Jones noted that PCL is purchasing a generator. He congratulated them on that effort which will provide a benefit their community during longer power outages. He plans to ask FLPL to consider it since they are in an isolated area. Sullivan reinforced that the generator at PCL was donated. Howard noted that the Main Library has not had an issue with long power outages.

d. *Committee Reports*

- Finance and Facilities and Services Committee – Sullivan noted that the committee had met and received an update from Facilities Manager, John Jass, on the current situation with the new roof project. Jass recommends waiting on the roof until 2023 to try to mitigate the heat loss in certain areas. The RFP process to renovate the bathrooms has begun. Deyo noted that he will be looking for state-of-the-art components, ADA compliance, and energy efficiencies. The committee also discussed the competitive bid process for updating the website, later on the agenda.
- Policy and Personnel Committee – Pakieser noted that the committee had met and discussed the fact that TADL has several high value long overdue items from the Library of Things and is looking at how to compel patrons to return them. Letters were sent out and a few of the items have been returned. Counsel confirmed that TADL has the right to refer these patrons to law enforcement, an important measure in protecting taxpayer funded assets. A final notice letter will go out to the remaining patrons before handing them to law enforcement.

e. *Other Reports and Communications*

- Friends' Report – Donna Hornberger, TADL Friends Board President
No verbal or written report was provided.

8. **Old Business**

a. *Policy Revision – 4.1 Behavior Policy*

Howard requested that the behavior policy be reinstated to its prior state, admitting that her attempt to give patrons a second chance and be less punitive was the wrong direction to go. It has resulted in more behavioral incidents with chronic offenders for both staff and security to deal with. Each of those interactions have also escalated to more abusive actions toward staff. The policy change has not fixed the problem of alcohol and drug abuse in the library. Howard is

asking for the reversal in order to protect staff. Vickery initiated a brief discussion about protecting the library and ensuring that the penalties are consistent with the negative impact of the behavior on the property and staff, with the hope that the topic will be revisited at a later date. It was MOVED by Pakieser, SUPPORTED by Wescott, to approve the revision of 4.1 Behavior Policy back to its former state. Vickery also expressed support for Howard's request. Motion CARRIED,

- b. *Retreat Topics: Board Best Practices, Bylaws re: Consent Calendar, Board Statement Regarding a Day Shelter, Land Acknowledgement.*

Howard noted that the board retreat on March 1, 2022 would focus on governance best practices during the first half, and forward moving actions during the second half. No action will be taken during the retreat.

9. **New Business**

- a. *Memorandum of Agreement Between Traverse Area District Library (TADL) and Grand Traverse Academy (GTA) for Issuing TADL Library Cards to GTA Students*

Howard and East Bay Branch Manager, Matt Archibald, patterned the agreement between TADL and GTA after the agreement to issue library cards at TCAPS. GTA does not have a school library and was very excited to make this partnership with the TADL. Archibald highlighted ways in which GTA and EBB might continue partnering through student field trips to the library, taking the library's new bookmobile to GTA, more programming for teens, etc. It was MOVED by Sullivan, SUPPORTED by Wescott, to approve the Memorandum of Agreement between TADL and GTA for using library cards to GTA students as presented. Motion CARRIED.

- b. *Waiver of Competitive Bid Procedure for Website Renovation/Update*

Howard noted the need for updating the library website and was asking the board to waive the competitive bid process in order to stop the likely inundation of bids. Morey, Assistant Director Technology, explained that with the strategic plan directives, the realization during the pandemic of how important the website is to the library's public service along with the continued increase in digital services usage, and the need for more accessible offerings, it is critical to engage in the renovation at this time. Morey identified multiple web design vendors capable of handling the extensive needs of the TADL website. Howard and Morey would like to gather proposals from these half dozen vendors and evaluate them as an open bidding process. Since policy does allow for waiving the competitive RFP bid process in certain instances, this would allow TADL to eliminate a high volume of proposals to vet out, and maintain the best use of taxpayer dollars. It was MOVED by Jones, SUPPORTED by Wescott, to modify the bid process to allow a focused procedure of obtaining a number of bids from vendors with the necessary qualifications to execute the library's website needs as presented. Motion CARRIED.

- c. *NWS Omission Update*

Howard provided an update on the omission of TADL as the grant recipient on the National Writers Series (NWS) flyer that enabled NWS to secure author Joy Harjo for an author event. Zeits noted that it was a violation of the grant. Howard noted that it could also jeopardize future grant requests. The omission was addressed with NWS who did attempt to rectify it. Howard would like to move forward in taking necessary steps to preserve the event with the support of the board. This incident raised a discussion about partnerships and the need to review the library's understanding of partnership agreements: What is the definition of a partner?, What is the difference between a partner and a sponsor? What benefits, policies, and procedures are needed between the parties?, Does the partnership meet our mission? Does the partnership meet our mission? Etc. Following Odgers inquiry about livestreaming capabilities, Morey confirmed that he and Olson have discussed the idea and will address it in the future.

10. **Public Comment**

President Jones ^{Odgers} opened the floor for public comment. The following people addressed the board: Melissa McKenna, Almira Township and Head of Adult Services at TADL, talked about fake news programming with NMC, and hosting important community conversation program plans through the Adult Services Department.

11. **Trustee Comment**

Sullivan was impressed that TADL was able to loaned a book to the Danish Royal Library. McKenna, Head of Adult Services commented that TADL does many inter-library loans regularly within the country, but international loans are not done often so it was very exciting as a librarian.

12. **Adjournment**

With a motion to adjourn by Wescott, supported by Sullivan, President Odgers adjourned the meeting at 5:28pm.

Respectfully submitted,



V. Carpenter, Recording Secretary

Approved by board vote on March 17, 2022



J. Wescott, Board Secretary

via
Chair
3/17/22



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12. Adjournment

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Respectfully submitted,

Approved by board vote on March 17, 2022

V. Carpenter, Recording Secretary

J. Wescott, Board Secretary



Board of Trustees Study Session and Retreat
MINUTES (approved)
Thursday, March 1, 2022 at 12:00pm
McGuire Community Room
610 Woodmere Ave., Traverse City, MI 49686

Present for the session were: Odgers (President); Pakieser (Vice President); Sullivan (Treasurer); Wescott (Secretary); Vickery, Deyo, and Jones (Trustees). Also present were: Howard (Director); and Carpenter (Staff).

Elaine Wood, of Woodside Strategies LLC, hosted the retreat. Woods gave a brief introduction of herself, noting that she has 47 years of experience in education, management and strategic leadership in both the public and private sectors. She has a long history with libraries, served on numerous local boards, received a variety of recognitions within the Grand Traverse area, and has a wide insight into the community and libraries.

Woods guided the trustees through a number of governance best practices, roles of the trustees and director, exercises, and discussion of processes and policies. Focus was made on the three modes of governance: Oversight of fiduciary and legal roles; Foresight of strategic planning and roles; and Insight, a generative and future focused role.

There was a brief break at 3:47pm, returning to session at 3:55pm.

Several action items came out of the session, including a regular board retreat, more generative discussions within regular board meetings, topics desired in the Director report, revising the by-laws, and revising the meeting agenda to reduce the public comment time from five minutes to three minutes and to include a consent calendar.

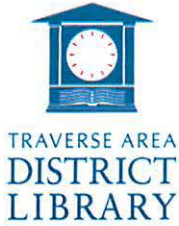
The session adjourned at 5:00pm.

Respectfully submitted,

V. Carpenter, Recording Secretary

Approved by board vote on March 17, 2022

J. Wescott, Board Secretary



Board of Library Trustees Regular Meeting
Library Director Report
 Meeting Date: **March 17, 2022**

Library Activity

For a graphical presentation of the statistical information included below, please visit the link: [online TADL dashboard](#).

Circulation Transactions			
Year-to-date activity			
As of month end	<u>Print/audio/video</u> Circulation	<u>Electronic</u> books/audio/video	<u>Total</u> Circulation/Electronic Usage
February 2020	178,397	22,704	210,101
February 2021	69,388	56,036	125,424
February 2022	150,866	45,504	196,370

Lending

Physical item circulation has increased 125% over last year because all TADL buildings were closed and operating curbside service only during February 2021.

E-Book, magazine, downloadable audiobook and database utilization

Usage has surpassed February 2021; electronic use is significantly more popular than in February 2020.

Visitors – Woodmere, East Bay and Kingsley Facilities

The busiest day for February was Monday the 21st with 1,080 patrons. In February 2022, TADL had 28,963 visitors. In February 2022, we added 203 new patrons across the district. Please note we have installed new door counters so numbers will vary from past years with the current numbers being more accurate.

Public Computing

Computer Use has drastically increased in February 2022 over February 2021 because the library closed due to Covid on November 18, 2020. This equates to 1,690 computer sessions in February 2022 versus, in February 2020 there were 317 sessions.

Additions to the Collection

In February 2022, 2,052 items were added to the collection compared to February 2021 which added 2,728.

Behavior Issues Update

There were 34 incidents in February 2022. This is the highest number of incidents in a month since Safe Harbor opened. This includes having to go to the Prosecutor for a threatening and aggressive patron who continued to enter the library after being suspended for 1 year. The security guards continue to be an incredible asset to the library.

Facilities

The Bookmobile is now at Signplicity getting its vinyl wrap! Mark your calendar for April 6, 2022. We'll be having a "Birthday Party" for the bookmobile as the exterior should be done by then!

Legislative Watch

I've attached a summary of House Bill 5337. This is one of many bills that librarians are watching as it could affect the library millage. For more information about bills to watch, go to the Michigan Library Association (MLA) Bill Tracker website: <https://www.milibraries.org/bill-tracker>

Inclusive Activities

- TADL was the literary sponsor for the NWS Black History Month author panel.
- Representatives from the Grand Traverse Band were presented with the original microfilm records from the church in Peshawbestown.
- I met with representative from Art for All which focuses on providing art opportunities for people of all abilities and discussed opportunities with TADL.



February Partnership Activities

- Presented at TC New Tech Pitch night.
- I met with a representative from Northern Lakes Community Mental Health (CMH). TADL now has an iPhone that directly calls CMH for both staff and patrons in mental health crisis. We are also in talks about having a Crisis Staff at the library during regular hours like our Social Worker.
- I met with the Executive Director of Women's Resource Center to investigate collaborative activities and provide training to staff about domestic abuse in April or May.
- I communicated with the staff from Addiction Treatment Services about any help they could provide our patrons who are experiencing a Substance Use Disorder. We are investigating having their mobile unit visit the library property as one idea.
- I continue to work the Stem Collaborate (MOU Approved in December 2019) to bring in more organizations to partner with for STEM/STEAM activities.

Covid Update

With both the MDHHS and the CDC, changing indoor mask recommendations, you will notice that we've removed all the signs from the library requesting patrons to wear masks. Overall, staff health is healthy with very few instances of COVID.

Think Spring!

Michele P. Howard, MILS

Summary of HB5337

House Bill 5337 was introduced to the Michigan House of Representatives on September 23, 2021 by Representatives Jim Ellison and Mark Tisdell. This bill would reform the Headlee Amendment and Proposal A. The Headlee Amendment was approved by Michigan voters in 1978 to protect Michiganders from property tax increases. This amendment ensures that new taxes and tax increases must be approved by Michigan voters. It created standards for increases in property taxes and set limits on millage rates, ensuring these rates will decrease when a community's revenue growth is greater than inflation. Proposal A, which was passed into law in 1994, sought to fix the shortcomings of the Headlee Amendment by making sure the property taxes of homeowners did not increase more than inflation. Proposal A did so by rolling back millage rates during periods when property tax rates increased.

Institutions, such as libraries, have encountered an issue with the rolling back of millage rates caused by Proposal A. There is currently no mechanism in place that allows the millage rates to bounce back to their initial rate when revenue growth declines, which is the issue that HB5337 hopes to solve. The Michigan Library Association, which is in favor of HB5337, gives the following example:

For example, if the residents of Anytown, MI voted to approve library funding up to two mills in 1994, and the property values steadily increased each year, the highest millage the library could levy would decrease incrementally each year. In 2006, perhaps the Anytown Library's millage rate is rolled back to 1.5 mills. If the housing market declined in 2007, the library's millage rate would still be capped at the rolled back rate of 1.5 mills, not the full two mills that the voters originally approved. The revenue from 1.5 mills may be insufficient to support the library services that the residents of Anytown expect.¹

Current tax laws pertaining to millage rates cause struggles for public institutions such as libraries during times of economic struggle. HB5337 would eliminate language in the Headlee Amendment and Proposal A that makes millage rollbacks permanent.

Essentially, if the public votes to approve that .02% of their property taxes will go to an institution, current law would make it so that the approved tax rate would decrease during a period of economic growth so that citizens aren't paying a larger amount of money to the institution than what they voted for. If the economy declines, citizens will be paying less in taxes. When they are paying less in taxes, the decreased amount of tax money given to an institution which was approved by voters does not increase to the original amount. This causes major issues for institutions which rely on funding from taxes. HB5337 aims to fix these issues.

¹ "Statement of Principle-Headlee Amendment and Proposal A Reform," Michigan Library Association, accessed February 24, 2022, [Microsoft Word - Michigan Library Advocacy Day 2022 - Statement of Principle—Headlee Amendment and Proposal A Reform.docx \(milibraries.org\)](#)

March 14, 2022

Dear Michele Howard,

We are writing to thank you for your leadership this past winter. You recognized the need to hire a security company to help greet, welcome and implement the behavior policy with library patrons. We know union members are very grateful- as we are sure all staff are- to be able to focus on the specific daily duties of our positions without the added burden of patron behaviors. While we still execute the behavior policy, it does not encompass our entire day. Many of the staff not only feel less stress after a work day but a renewed energy to begin each day. When before we felt on edge during each shift, now we are much more at ease.

Thank you, Michele for having the foresight to see the benefit of bringing security into the library for both staff and patrons along with Library Board support. The added safety measure for staff and patrons has been much appreciated.

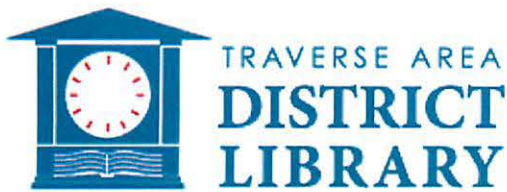
Sincerely,

Teamster Local 214 Union Stewards

Betsy Myers

Brian Carey



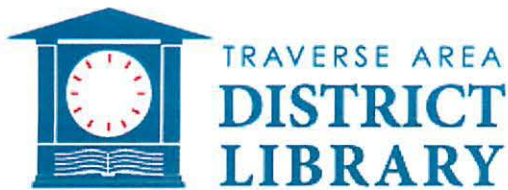


Administrative Reports
for the month of February
(March 17, 2022 Board Meeting)

Adult Services

- On the afternoon of February 8th, Monique Clifford, Membership Manager for the Grand Traverse Band of Ottawa and Chippewa Indians, and Aaron TwoCrow, Research Specialist for the GTB Membership Department, visited the library, met with Michele Howard, Heather Brady, and Melissa McKenna and the original reels of the records from the Catholic Church in Peshawbetown were returned to the tribe. Having their own copy of the records is especially significant for the Membership Dept of GTB due to the need to determine ancestry for Tribal membership. Previous to this, they were dependent on records being provided by the state and church.
- Northwest Ed students from one class have begun coming in to volunteer sorting seeds for the Seed Library in Adult Services. We see them on Thursday mornings and they help us divvy up the seed donations into envelopes for people to “check out” this spring. Planting season is coming soon!
- Planning is coming together for more Community Conversations. Scott Morey is helping to plan one on addiction for the end of April and we'll have several local organizations participating as partners. The AAPI (Asian American & Pacific Islanders) focused film series will be happening in May.
- Melissa participated in a story for 9&10 News about our annual Blind Date with a Book display on 2/8 with an on-air date of 2/10/22.
- In February, the Adult Services Dept. held the following programs:
 - Puzzle Tournaments returned! Two were held - 1 for individuals and 1 for teams. Everyone was glad to be puzzling in-person again and total attendance at both competitions was 57
 - 1 online book group Books & Brewskis, met online with live attendance of 4
 - 2 hybrid programs - the monthly TAHS program which was about the new library book and our first Community Conversations: a Black History Month program featuring author Maxine Thompson who was the first black student to integrate St Francis High School in Traverse City. These programs had a total in-person attendance of 58 and an online attendance of 50
 - 3 regular in-person program, all TADL Stitchers, with total attendance of 19
- February Adult Services Statistics:
 - Questions Answered In-Person - 1130
 - Questions answered via Phone - 552
 - Questions Answered via Email/Chat - 98
 - RA/Tech Help - 86
 - Notary Signatures - 6, Tests Proctored - 2
 - Craft Kits Distributed - 55 (Mini-terrariums & Paint wooden coasters)

Respectfully submitted,
Melissa A. McKenna
Adult Services Department Head



Administrative Reports
for the month of February
(March 17, 2022 Board Meeting)

Youth Services

Youth Services restarted virtual programming in February due to the omicron surge in our region. We hosted three storytimes per week and one short Early Literacy Tip on our Facebook page (@TADLKids), though attendance was light at all. It was nice to offer sneak peaks of parts of the new StoryRoom for these programs, but it is getting to the point where it will be difficult to convince staff of the usefulness of virtual storytimes if we have to go back to virtual again.

Department Head Andy Schuck and Library Assistant Rosie Flickinger put to good use the training from Leap Into Science, courtesy of The Franklin Institute. In February, Schuck hosted a STEAM Storytime and Flickinger hosted a Tween STEAM on the subject of Light and Shadow. Staff constructed a wall in the department for families to explore Light and Shadow. Almost 100 patrons got involved with the flashlights and activities to participate in this learning experience.

Youth Services was happy to celebrate Black History Month in February with a presentation by storyteller Rosie Chapman. Ms. Chapman presented the program via Zoom. While the live program was lightly attended, the recording of the presentation drew a lot of interest, engaging 52 followers for over almost 450 minutes.

Program attendance totals were as follows: 15 virtual programs with 9 attendees (totals for some programs were not recorded); 3 in-person programs with 29 participants; 1 passive program with 90 participants. In total, there were 19 programs with 138 participants.

Foot traffic and engagement in the department picked up during the month. In total, we answered 1,104 walk-in questions, 60 phone questions, and 5 digital for a total of 1,169 questions answered.

Andy Schuck
Head of Youth Services

Teen Services

The way we connected with teens in the beginning of the year is through materials check out, craft kits, volunteer programs and blind book boxes. Despite not having any in person programs in February we were still able to make an impact.

In January and February we:

- Passed out 60 craft kits
- Put together 40 blind book boxes
 - There are 104 teens signed up but they move in and out of the program depending on whether or not they return their survey for the next box.

- Had 2 visits by the Children's House Middle School
 - The official tour had 24 teens and 3 adults
- Benefited from 46 completed tasks from the 55 teens currently signed up to volunteer. They have:
 - Dusted
 - Created Book Lists
 - Created Craft Kit Instructions
 - Come up with SRC Trivia
 - Designed Book Ads
 - Created inclusive programs
 - Made video ads for the library
 - Assisted with craft kit assembly

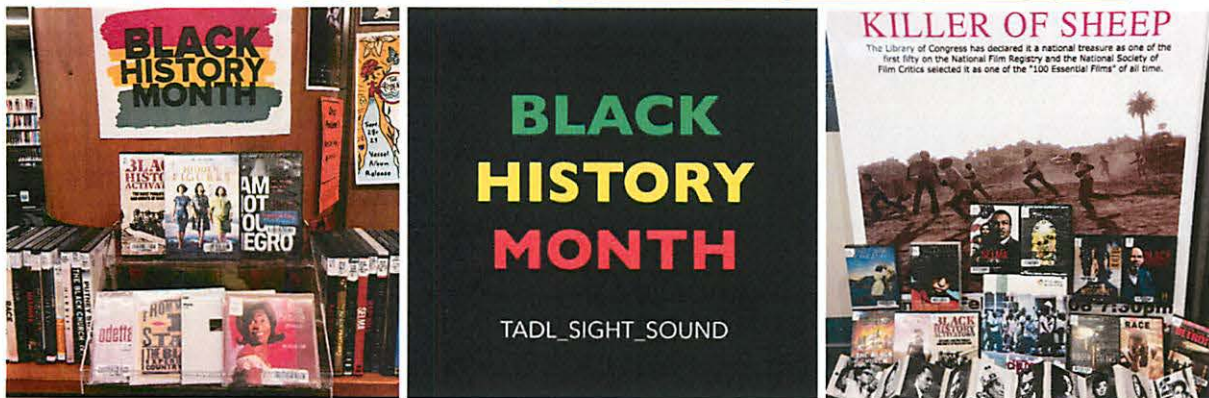
We are looking forward to in-person program attendance as we head into March and April with warmer weather and less community spread of Covid.

Linda Smith
Head of Teen Services

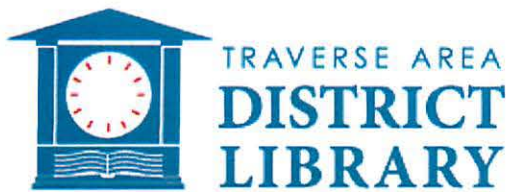
Sight & Sound

February is wet, cold, and snowy but it's a beautiful time to go to the Library. The patrons numbers seem to be gradually increasing in spite of not great pandemic statistics in our northwest lower Michigan. Slowly we return to normalized library service.

It's Black History Month and Shannon made a lovely display. I used the display and posted this video to our Instagram page. View it here: <https://www.instagram.com/p/CaVi4jugOSr/>



The launch of our new Library Calendar took place as scheduled on Feb. 14th. I want to give a special thanks to the guy who oversaw the process Scott Morey. Also to Bill and Michele for helping us to make this a reality. This calendar has more features and functionality than any



Administrative Reports
for the month of February
(March 17, 2022 Board Meeting)

other we found in our quest! After a normal adjustment period, this change has given us all more tools to get the job done and with much less overall workload on staff. I am confident that this one change will last for many years to come and serve this organization well.

Ian Berry is training on the TriCaster recording technology for the TADL Board Meeting on Mar 17, 2022 . It's going to be a team effort to have our S&S crew set this meeting up physically and Ian to handle the technology. I am very grateful for the assistance. I will be away with my daughter on an early spring break.

Honorable Mentions:

- Hybrid Meeting Technology work with Scott and Bill is ongoing.
- Familiarizing my team how to help out on Zoom & Online Broadcasting System.
- Rich has been working on adding the new Library of Things.
- Keith is getting assistance from Shannon and Ian with Saunders Jazz Sale prep.

TADL Meeting Room Stats February 2022

Total: 122

TADL meetings: 34

Personal/Outside Group Meetings: 93

Paid Meetings: 0

Unpaid Meetings: 122

Walk-ins: 42

Advance Reservation: 80

Number of Meetings by Rm February 2022

McGuire Room: 15

Thirlby Room: 61

Study Room D: 46

Aaron: Library Calendar reports and management, performance evaluations, S&S Staff AV training, tracking long overdue equipment, Charles Saunders Jazz Sale and as always helping patrons.

Thanks for reading.

Aaron

Circulation

- Curbside pickups for February 2022: 76
- Circulation Statistics for MeLCat, January 2022:

- TADL items sent to borrowing institutions: 1377
- TADL items received from lending institutions: 1747

Circulation is happy to welcome Nicole Wenstrup to our team! Nicole began her career in the library's Technology Center as a Desk Assistant and is now a Library Aide.

Respectfully Submitted,
Josh Denby
Department Head, Circulation

Marketing and Communications



February 2022
Refer a Friend Contest

Introduce a friend to the library this February!



If your friend brings in this note and gets a library card, or renews an expired card in the month of February, they will receive a coupon for a free item of their choice from our book sale. If you come in with them when they get their membership, you can get a free coupon too! Coupons may be redeemed any time before March 15, 2022!

Refer a friend program flyer



Our friendship
is one for the books!



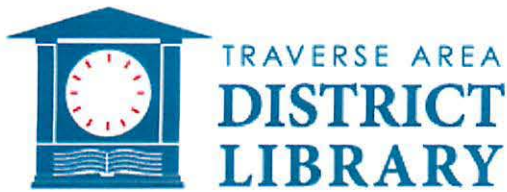
Let's meet at the library

Refer a friend valentine

On Feb. 1 the IT department and Youth Services helped me achieve a long-held dream - [FishCam](#) came online! Not only is this a fun and relaxing feature, it will also play a role in Summer Reading Club 2022.

February had a wide variety of interesting events which were fun to promote and support. This included our pitch at TC New Tech (in a public service announcement slot - **Targeted Outreach**) and Black History Month. Some promotions were annual favorites (like Blind Date with a Book) and some were new (like the Refer a Friend Contest above - **Innovative Engagement**). I listened to the Impact100 grant training just for informational purposes, coordinated bookmobile subcommittee meetings, and explored some ways to make our marketing material workflow more efficient (for items staff needs to create). I also participated in an exploratory discussion with the TC Dance Project (**Purposeful Partnerships**), and summer reading planning sessions are now underway.

Press: Blind Date with a Book (9&10 News Feature, Feb. 10; Record-Eagle Feb. 18); TC New



Administrative Reports
for the month of February
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Tech Presentation/Record-Eagle Feb. 10; Write Michigan (**Purposeful Partnerships**) Winners Statewide Announcement (Feb. 11)

Website: 11,491 users; 37,966 pageviews

Heather Brady
Marketing & Communications Manager

HR & Finance

Human Resources – Congratulations to Nicole Wenstrup as she was promoted to Library Aide in our Circulation department. We welcome Brittany Roeper as her replacement in the Technology Center. We are still seeking another Desk Attendant for the Technology Center and a Page for the Circulation Department.

Finance – Michele and I are finishing up the year long library financial management course that we have been taking and it is that time of year where we are preparing for the audit.

Please see the analysis portion of my report attached to the financial reports. Sometimes it's the easiest changes that are the hardest to see! Thank you, Susan, for pointing out a simple change that makes a whole lot of sense!

Deb Radjenovich
Assistant Director for Finance & HR

Facilities

- **Roof:** Intertek contracted to inspect and assess repairs that have been completed and recommend additional steps to be taken if necessary. Additionally asked to assess suitable reroofing scopes of work including if a vented roof system would be beneficial and add value to the building. Work to begin within the month.
- **Bathroom Renovations:** Nan Meyers, Meyers Interiors, retained to provide design services regarding the bathroom renovations. Preliminary designs anticipated in April.
- **Carpet Replacement:** Budgetary numbers have been secured for new carpeting from the entry foyer to the stairs. Long term budgetary numbers to follow for the rest of the building.
- **Sign:** Preliminary design concepts begun with NuArt sign company, free of cost. Rough budgetary numbers secured.
- **East Bay:** Furnaces inspected with one found to have a cracked heat exchanger. Working with the Township Supervisor on the resolution of repair or replacement.
- **Kingsley:** Lighting consultant secured to work with Amy Barritt on desired lighting upgrades. Township Supervisor consulted as to process and implementation.

John Jass
Facilities Manager

TADL Talking Book Library

February is Black History month. There was a featured post on the TBL page of the website on Rosa Park. It included some audio and braille books that TBL patrons could request.

Outreach is still going well. Tuesdays @ Two was canceled this month due to weather.

Anita Chouinard
Talking Book Manager

East Bay Branch Library

We are continually reassessing how we use space at East Bay, and we've installed a bit more shelving in the Adult room to try to increase ease of access to our collection. Because of this, we've been able to move the Large Print section to a more accessible location, and we've created a new Graphic Novel section for adults!

Our return to in-person programming (again!) has begun. In the second week of February, we had a troop of Girl Scouts in to make Valentines for a retirement home, and they also made some extras to send to their out-of-state penpals! East Bay Book Club was postponed due to the weather, but a week later, Chantel led five patrons in a nice discussion of *Harlem Shuffle* by Colson Whitehead. Sing & Stomp storytimes will resume in person starting Wednesday, March 2.

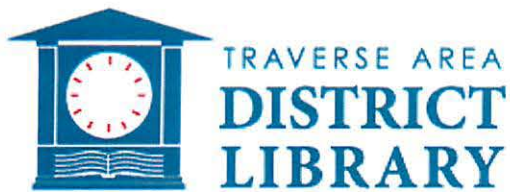


Respectfully submitted,
Matt Archibald
East Bay Branch Manager

Kingsley Branch Library



Weekly visits with our three regular Kingsley Elementary classes are highlights for staff and students alike. We do so much more with these children than just read to them and let them check out. Beth Anderson teaches them about fundamental aspects of literacy, such as the difference between fiction and nonfiction, and encourages them to create their own stories and books. Addie Nelson, one of our eight-year-old patrons, read the book she wrote about her experience having had open heart surgery to her classmates, which took a lot of courage! We cultivate an atmosphere of support and curiosity at KBL, and our work clearly pays off for all our patrons.



Administrative Reports
for the month of February
(March 17, 2022 Board Meeting)

About 75% of our STEM kits were checked out at any one time this month. 25 patrons enjoyed our very first puzzle exchange program. Simply Delicious with Chef Tom was held twice this month, as Chef Tom Sisco will be taking a long hiatus this spring; both programs were attended by over 10 people. Planning for March Reading Month, our huge literacy program that is a collaboration with Kingsley Elementary School, has absorbed many staff hours; but, we are eagerly anticipating the visit of each class, and over 400 students will stop in throughout the month.



Respectfully submitted,

Amy Barritt
Kingsley Branch Manager

Financial Report Analysis for February 2022

Revenue – As you can see, we've received just over 91% of our budgeted Property Tax revenue for the year. You'll see a little more in the March reports as the townships get us their remaining disbursements from the end of February. After that, there will be a slight lull while the townships get their reports over to the county. The county will then disburse to us the remainder of the taxes due.

Under the Local Support line item, there is \$1475 that we received from Antrim County. Antrim County has obligated themselves to making two payments a year to us as additional support for the Talking Book Library services that they receive. The Talking Book Library provides services to the following eight counties in the region: Grand Traverse, Antrim, Benzie, Kalkaska, Leelanau, Manistee, Missaukee and Wexford counties.

Our Sales took a jump this month with the debut and donation of *Beyond Books: Stories of Traverse Area Library History 1860-2020* written by Heather Shumaker. So far, the Local History Collection (LHC) has received \$1086.20 from the sale of the book.

Lastly, as you can see, our investments continue to lose money. We expected and budgeted for low returns but we did not expect it to be this depressing.

Expenditures - I'll start by noting that the Health/Hospitalization line item starts the year out over budget as we make a deposit to employee's HSA accounts in the first payroll of the year. Also, insurance is paid a month in advance so those items will show a higher percent of budget than the year complete.

Books/Media/Online Resources start out at a higher percentage also due to annual contracts hitting at the beginning of the year.

Moving down to Insurance & Bonds, you'll see that by switching carriers, we were able to save some money in this area. You will see a slight increase next month as our Bookmobile insurance will show up on that report but it is still a significant decrease in costs.

Utilities are showing an increase over last year but I want to caution you on reading too much into that. Our electrical costs are down from the same time last year and in 2020 but the other utility costs are higher. However, this is not an apples to apples comparison. There are variables in play to include the hours of operations being different and the utility rates themselves being higher.

Our percent of year complete is 16.7% and our expenditures are at 27.3%. Again, our higher rate of expenditures is due to upfront payments on various line items.

Deb Radjenovich
Assistant Director for Finance and HR

TRAVERSE AREA DISTRICT LIBRARY
REVENUE
MONTH ENDING
FEBRUARY 28, 2022

CATEGORY DESCRIPTION	BUDGET	2022 YTD	2021 YTD	VARIANCE	% OF BUDGET
Property Tax (Current, Delinquent, Other)	5,323,447	4,870,402	4,207,229	453,045	91.5%
State Aid - Library	106,389	0	0	106,389	0.0%
State Aid - TBL	41,075	0	0	41,075	0.0%
Local Support - TBL & Other Grants	10,630	1,475	1,353	9,155	13.9%
Fees/Services	41,650	17,016	17,015	24,634	40.9%
Sales	19,080	5,151	872	13,929	27.0%
Penal Fines - \$154,900 for this Category per budget		0			
Penal Fines - Grand Traverse Co.	130,000	0	0	130,000	0.0%
Penal Fines - Leelanau Co.	5,900	0	0	5,900	0.0%
Penal Fines - Benzie Co.	19,000	0	0	19,000	0.0%
Overdue Fines/Replacement Fees	15,000	3,908	1,124	11,092	26.1%
Interest & Dividends/Gains/Losses on Inv.	5,650	(20,130)	4,240	25,780	-356.3%
Rents & Royalties	2,200	0	0	2,200	0.0%
Contributions	30,850	5,335	3,841	25,515	17.3%
Misc Revenue & Reimbursements	0	414	4,261	(414)	
TOTAL REVENUE	5,750,871	4,883,572	4,239,935	867,299	84.9%
Transfer In				0	
Use of Fund Balance				0	
TOTAL	5,750,871	4,883,572	4,239,935	867,299	84.9%
TOTAL REVENUE, TRANSFERS & USE OF FB	5,750,871	4,883,572	4,239,935	867,299	84.9%
TOTAL EXPENDITURES	5,750,871	1,569,540	1,303,441	4,181,331	27.3%
REVENUE OVER (UNDER) EXPENSE		3,314,032	2,936,494		
This statement reflects activity through the second month of the 2022 fiscal year.					
Percentage of the year completed is 16.7%.					



9411 Tenth Street, Interlochen, MI 49643
231-276-6767

MARCH DIRECTOR'S REPORT—JENNIFER THOMET

Interlochen Public Library SELECTED FOR COMPETITIVE FEDERAL HUMANITIES GRANT \$10,000 Grant Will Help the Library Recover from the Coronavirus Pandemic

Interlochen Public Library has been selected as one of 200 libraries nationwide for the American Library Association's American Rescue Plan: Humanities Grants for Libraries opportunity, an emergency relief program to assist libraries that have been adversely affected by the pandemic. With funding from the National Endowment for the Humanities (NEH) through the American Rescue Plan Act of 2021, Interlochen Public Library will use funds to anchor itself in the community as a strong humanities institution. The competitive award comes with a \$10,000 grant to help the library deliver excellent programs and services related to culture, history, literature, and other humanities subjects. More than 370 libraries applied for the grant, according to ALA.

"We are so proud to be chosen for this amazing opportunity," said Library Director Jennifer Thomet. "This grant will allow our library to serve our patrons better and plan strong, enriching humanities programming as we come out of the pandemic."

IPL will use the grant funds for the "Tell Our Own Story" series. Everyone has a story to tell, especially during these difficult times. Our community has experienced a different way of living these past few years, and the time has come to share what we have lived. It is meaningful to capture these memories to help us remember how we felt, how we lived, and coped with this ongoing health crisis. Building on the success of our past book discussions and other programs, we would like to provide additional opportunities for our patrons to learn how to tell their own stories by offering storytelling and writing workshops and bookmaking programs. IPL is here to help you learn how to tell your story.

We will accomplish this by offering a series of workshops to teach and encourage everyone to create their storybook. We will provide all the supplies for making an individual book. These books will vary as much as the creators themselves. Our goal is to offer the 200 community members the chance to make their separate storybooks. We will then compile our stories into an abridged community story.

Circulation Feb 2022: 4,316
Hold Transit Counts Feb 2022: 608 to other libraries; 983 from other libraries to IPL
Programs: Feb 2021: 64 programs, 702 General Attendance
Patron Count: Feb 2022: 2466
Questions Answered: Feb: 662
Computer Use: Feb: 96
Total New Library Cards Issued in Feb: 10

“Libraries have faced significant hardships throughout the pandemic —from budget cuts to staff furloughs to building closures — especially in our communities of the greatest need,” said ALA President Patty Wong. “This crucial support from NEH will enable our beloved institutions and the dedicated people who run them to rebuild and emerge from the pandemic stronger than ever.”

American Rescue Plan: Humanities Grants for Libraries is an initiative of the American Library Association (ALA) made possible with funding from the National Endowment for the Humanities (NEH) through the American Rescue Plan Act of 2021

How does a great story start?

We tell our own stories in many ways, not always in the written word format. Our stories start with a single idea inspired by an object or trinket that reminded us of a memory or feeling we had forgotten. Everyday trinkets are how we identify ourselves or help us to remember the ones we love. Worn cookbook pages, newspaper clippings, portrait paintings, Chinese silk, and uniform patches tell stories. Tiny fingerprints on window panes become finger paintings on fridges and then replaced with assignments marked with a red A+. These are what we are attempting to teach you how to capture so you can tell your own story in a meaningful, capable, and fun way.

With the grant money from ARP, Interlochen has an excellent opportunity to reconnect and grow as a community. IPL will be offering different specialized programs from March to August this year to help us all learn how to tell our own stories. This will include writing, textile art, cooking, and digital recording workshops.

We are kicking this program off with a Mini Wool and Button Craft class this Saturday, March 5th starting at 11 am. This class is a fun way to take old buttons or buttons you've saved with special meaning and create something new and memorable. More workshops, performances, and other opportunities will be offered each month.

Circulation Feb 2022: 4,578
Hold Transit Counts Feb 2022: 608 to other libraries; 983 from other libraries to IPL
Programs: Feb 2021: 64 programs, 702 General Attendance
Patron Count: Feb 2022: 2466
Questions Answered: Feb: 662
Computer Use: Feb: 96
Total New Library Cards Issued in Feb: 10

March 2022 Monthly Calendar of Events

Mar 2 Wednesday Evening Book Club at Interlochen Public Library

Meets 1st Wed., every month, 6 pm at Interlochen Public Library. This month we will discuss Where the Crawdads Sing by Delia Owens.

Mar 10 Thursday Morning Book Club at Interlochen Public Library

Meets 2nd Thur., every month, 10 am at Interlochen Public Library. This month we will discuss Maltese Falcon by Dashiell Hammett.

Mar 24 Interlochen Public Library's First Draft Book Club

Interlochen Public Library's First Draft Book Club meets at the Hofbrau Steakhouse and American Grille located in Interlochen, on the 4th Thurs., every month at 6 pm. Join us on Mar 24 to discuss the book The Ladies of Missalonghi by Colleen McCullough. Download the book or audiobook for free, at HooplaDigital.com using your library card.

Tweens and Crafts

Mar 1, 8, 15, 22, 29 Tween Tuesday at Interlochen Public Library

Tweens join us every Tue., 3:30–4:30 pm at Interlochen Public Library. Tweens will share interests and ideas whilst exploring media in a positive and safe space. We'll be working on Diamond Art. Pizza, pop, and Diamond Art supplies are provided thanks to our Friends of Interlochen Public Library.

Special Programs and Events

Feb 22 – Mar 16 Friends of Interlochen Public Library Pre-Order Annual Plant & Flower Sale

Think Spring! The Friends of Interlochen Public Library's Annual Plant & Flower Sale Pre-order form is now available. Choose from a variety of beautiful baskets, flats of annuals, perennials, and more. Pre-order online at <https://form.jotform.com/beahgo/2022-ipl-plant-sale>. The Plant Sale will take place on Saturday, May 28, 2022. Make your garden ablaze with color while supporting IPL programming. For more info call the library at 231-276-6767.

Mar 5 Mini Wool and Button Craft Class at Interlochen Public Library

Buttons, buttons, who has a favorite button? Join us at Interlochen Public Library on Sat., Mar 5, 10 am–12 noon. Learn how to make your own Mini Wool and Button Craft. Bring a handful of your own buttons to use for the craft at the class. All other materials are provided. Bring in your button collection to show your favorites to the class and to tell us a favorite button story! For more info call the library 231-276-6767.

Mar 8 A Health & Wellness Live Your Best Life Cooking Class: Air Fryer & Instant Pot Cooking at Interlochen Public Library

Air Fryers & Instant Pot Cooking at IPL! If you're wondering what these are and how they work, this class is for you! Pam Hebert and Janette Ransom will offer tips and recipes that will help take the mystery out of these amazing, time-saving kitchen tools! Join us on Tuesday, March 8th at 2 pm, Interlochen Public Library's Community Room. This is a part of the library's Health & Wellness: Live Your Best Life program. Funded with a grant from the Allen Foundation.

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Special Programs and Events

March 8 Interlochen Public Library presents: Flute Juice's Women in Jazz Virtual Event

The community is invited to join us Virtually on Tue, Mar 8 at 5 pm, for this free performance and lecture. Join us on International Women's day for Women in Jazz with flautist Galen Abdurrazzaq. Women have been involved in jazz since the early 1920s, not just as vocalist, but as instrumentalists, composers and arrangers. An understanding of jazz would not be complete without highlighting the influence and contributions of women—women such as Bessie Smith, Valaida Snow, Mildred Bailey, Mary Lou Williams, Billie Holiday, Ella Fitzgerald, and Sarah Vaughn. The goal is to provide an understanding particularly of their personal lives, their ability to read music, perform and survive in a time when jazz was considered "a man's world". It also covers the full spectrum of years, genre, recordings, and recognized achievements. The program begins with a brief performance by Galen followed by a presentation with samples of artist's music. Galen will perform at certain intervals of the presentation, followed by a Q&A. For more info call the library 231-276-6767. Zoom info will be posted at interlochenpubliclibrary.org closer to the event date.

Mar 9 Preschool Story Hour Annual Beach Party at Interlochen Public Library

Families and children are invited to our annual Preschool Story Hour Beach Party at Interlochen Public Library on Wed, Mar 9 at 10 am and 1 pm. Enjoy fun beach activities in the Library's Community Room. Kids can play in the water, dig in the sand, make a craft, and enjoy story time. Wear your beach clothes and bring your towel!

March 12 Morel Picking Seminar with Anthony Williams at Interlochen Public Library

The community is invited to this free seminar Morel Picking with Anthony Williams at Interlochen Public Library on Sat., Mar 12 at 2 pm. Whether you're a seasoned pro or a first-time picker, you're bound to find a new perspective gathering the elusive morel. The Williams family has been picking morels in Northern Michigan since the 1890's and Anthony's pickin' advice has proven to be enlightening for everyone from novice to the seasoned pro. After winning the National Morel Hunting Championship five years in a row, Anthony retired from competitive picking to become the "Expert in Residence" for The National Morel Festival. Over the past twenty years he has continued to share his "Pickin' With The Champ" seminar at the festival and all over Michigan. His seminars are filled with stories from his 70 years of picking, tips on where and how to pick, including the finer points of finding the elusive morel. The seminar is 45-50 minutes followed by Q & A with the audience. For more info call the library 231-276-6767.

Mar 15 A Health & Wellness Live Your Best Life Program: Comfort and Conversation Grief Support at Interlochen Public Library

When someone you love dies, it can be hard to understand your often complex and painful thoughts and feelings. Sharon A. Neumann, SPMC AdvDRS, Advanced Grief Recovery Specialist, will help you understand the journey of grief, providing professional and compassionate support. The community is invited to join us on Mar 15, 2-4 pm at Interlochen Public Library Community Room. This monthly support group meets the 3rd Tue., every month, is free, and part of the library's Health & Wellness: Live Your Best Life program. Funded with a grant from the Allen Foundation. For more info call the library at 231-276-6767.

March 20 Friends of Interlochen Public Library Cicero's Pizza Fundraiser Event

One-day Special Fundraising event. Order pizza from Interlochen's Cicero's on Sun., Mar 20 from 4-9 pm and 25% of the sales will be given to Interlochen Public Library to support community programs. To order call Cicero's at 231-276-6324. You can also purchase a gift certificate to use throughout the year. Gift certificates will be mailed to you the next day with your receipt. Delivery available with a \$15 minimum charge. Pick up orders appreciated and curbside available. View menu at www.cicerospizzainterlochen.com. Cicero's Pizza is located at 2408 Michigan Hwy 137, Interlochen, MI 49643.

Thank you for your support.

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Mar 30 A Health & Wellness Live Your Best Life Cooking Class: Kid's Spring Break Fun Cooking Class at Interlochen Public Library

Kid's Spring Break Fun Cooking Class at Interlochen Public Library for children ages 6-12 yr. It's Spring Break, a chance for your child to release their inner Chef at our fun cooking class! Kids will have a blast discovering how easy and enjoyable it is to make tasty and healthy snacks. Kid-friendly recipes with fresh, healthy ingredients featuring fun and creative presentations. Kids will receive take-home recipes so they practice what the new cooking skills they learned by recreating the snacks at home.

Join us on Wed., Mar 30, 2pm-4pm, Interlochen Public Library. This is a part of the library's Health & Wellness: Live Your Best Life program. Funded with a grant from the Allen Foundation. For more info call the library at 231-276-6767.

Ongoing

Ongoing Friends of Interlochen Public Library Cookbook Fundraiser

The Friends of Interlochen Public Library Community Cookbook is available and ready to purchase for \$16.00. "Tables of Content" is a wonderful compendium of the best of our community's recipes, sure to lead to festive meals and celebrations to suit every taste and level of culinary expertise. A special thanks to the 90 persons who contributed almost 300 fantastic recipes in this process! To order go to: <https://form.jotform.com/beahgo/tables-of-content>. All proceeds go to Interlochen Public Library programs. For questions, contact iplcookbook@gmail.com.

Ongoing Friends of Interlochen Public Library Online Book Sales

The Friends Offline BookShelf offers easy browsing for used books and puzzles at our low book sale prices. Browse, click, pickup and pay at IPL. Check out great new offerings each week. Hardcover \$2, Paperbacks \$1, Bag of Books \$5, Puzzles \$5. All proceeds benefit library programs. Thank you for supporting your community library. Happy Reading. To order go to: <https://www.librarycat.org/lib/FriendsIPL>. Your order can be picked up at Interlochen Public Library during Library hours.

Children and Family Programs

Mar 4, 11, 18, 25 Baby Time at Interlochen Public Library's

Join us weekly for Baby Time on Fridays 10 am-11 am at Interlochen Public Library. 30 minutes of books, music, bounces, and rhymes, followed by free play. For more info call the library at 231-276-6767.

Mar 2, 9, 16, 23, 30 Preschool Story Hour at Interlochen Public Library

Join Miss Ann for Preschool Story Hour every Wed., 10 am and 1 pm for stories, songs and a craft at Interlochen Public Library.

Mar 3, 10, 17, 24, 31 Tot Time at Interlochen Public Library

Join us weekly for Tot Time on Thursdays 10 am-11 am at Interlochen Public Library. Let your tot get their wiggles out with interactive play and imagination. For ages 2-4 yrs.

Mar 5, 12, 19, 26 LEGO Creation and Steam Saturday at Interlochen Public Library

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Computer Use: Feb: 96

Total New Library Cards Issued in Feb: 10

Families join us every Saturday, 10 am-12 pm at Interlochen Public Library. Enjoy using the library's traditional LEGO's and giant LEGO blocks to create! Also explore our STEAM kits without having to check them out!

Community Groups

Mar 1, 8, 15, 22, 29 Get Hooked: Yarn Therapy at Interlochen Public Library

Join us at Interlochen Public Library for Get Hooked: Yarn Therapy every Tue., 10:30 am – 12:30 pm. Bring your own project to work on. All levels welcome.

Mar 2, 9, 16, 23, 30 Art with Heart at Interlochen Public Library

Meets every Wed., 10 am – 12 pm at Interlochen Public Library. Bring your supplies and explore your creativity with painting, drawing, coloring, jewelry making or anything else you can imagine.

Mar 3, 10, 17, 24, 31 Bridge Group at Interlochen Public Library

Do you know the basics of bridge? This group meets every Thurs., 2 pm – 5 pm at Interlochen Public Library. Join us for a friendly neighborhood card game.

Circulation Feb 2022: 4,578

Hold Transit Counts Feb 2022: 608 to other libraries; 983 from other libraries to IPL

Programs: Feb 2021: 64 programs, 702 General Attendance

Patron Count: Feb 2022: 2466

Questions Answered: Feb: 662

Computer Use: Feb: 96

Total New Library Cards Issued in Feb: 10



Our quarterly snail mail newsletter was sent out to all Old Mission residents with programming March – May. It goes out to 3800 households and we are fortunate that TCAPS printing still prepares it for us at reasonable cost.

We have once again become an afterschool hangout for kids. We still offer the ever-popular takeout craft bags, but are also offering DIY crafts and activities on the tables in the children's area as well.

March programming includes a presentation on what to do in an emergency offered by the Peninsula Township EMTs, a journal making craft and a Book Worm Party the week of TCAPS' spring break. Regular programming includes Pageturners book discussion group, Chapter Chicks mother daughter book club for elementary school aged girls, our Men's Group which meets to discuss various topics of interest to Peninsula residents, Gentle Yoga, our Reading Dog sessions and Threads, a gathering of people who love the fiber arts and bring a project to work on as they visit once a week.

Books *WITH* the Boathouse happens April 12, once again as takeout. Tickets are available at PCL and are \$150 for a dinner for two including wine or \$170 if we can include a copy of our new coloring book. Pickup will be from 5-5:30 pm in the PCL parking lot. A silent auction will take place all that week in the library.

As a Local History project, we have produced a new coloring book, *Once Upon a Peninsula: A Collection of Stories and Drawings Recounting Childhood Memories*, narrated by our own Tim Carroll. Tim's family were among the earliest European settlers on Old Mission. Tim, who grew up on an Old Mission farm and is a former diplomat who has traveled to over 147 nation-states, is the sponsor of our Local History Room. The book may be purchased by patrons for \$20, but the intent is to offer it gratis as a presentation each year to the third graders at Old Mission Peninsula School who study Michigan History.

Peninsula Community Library has received through the ARPA project known as MI-83 Technology, Libraries and Communities Kits, a programming kit which includes a programming laptop, video camera, microphone, tripod, green screen, webcam and kit container. We are looking forward to utilizing it to record local history projects as well as several teen productions this summer.

A young boy came in with his father who noted that they were visitors to the area. On their way out, the little boy told the PCL staff that he was going to talk his parents into moving here because PCL was the best library he had ever been in!

Circulation Feb 2022: 2005 + 85 manual checkouts, Feb 2021: 1024

Feb Volunteers: 10 people, 25 hours of time to PCL. Curbside pickups: 7. New library cards: 5

Hold Transit Counts Feb: 567 to other libraries from PCL, 319 from other libraries to PCL

Programs Feb: 12 Program Participation Feb: 230 Reference Questions: 381

Website Hits: 1230, Twilight Baby Bags: 2, 1000 Books Before Kindergarten: 2



TRAVERSE AREA
DISTRICT
LIBRARY

TADL Board of Trustees Policy and Personnel Committee

March 8, 2022
11:00 am Thirlby Room
610 Woodmere Ave. / Traverse City, MI / 49686

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

Agenda Approval: The agenda was approved.

Public Comment: There was none.

Policy:

Board Statement regarding Community Effort regarding a Day Shelter

Trustees and Radjenovich continued the discussion of a Board Statement in response to the ongoing incidents/behavior problems the library is experiencing from the homeless population and the need for a Day Shelter in Traverse City. Discussion continued around the audience, goals and language of the letter with the outcome of a draft letter to present to the Board at the March meeting of the Board of Trustees.

Next Meeting Date / Time: April 5, 2022 ~ 10:00am

Next Meeting Topic Suggestions: Continued Policy Review.

Public Comment: There was none.

Adjournment: The meeting adjourned at 12:15pm.

Re: Policy and Personnel Committee discussion of day shelter issues

**Vickery tried to capture what the committee discussed in broad topics and points raised and then provided a rough first draft of an attempt to capture those points in a narrative.*

From: TADL Board and Director

To: City Commission, County Commission, Appropriate media forums

Community input during recent Strategic Planning exercise made clear that the community wants TADL to be involved as a convener and facilitator of community-wide conversations about issues, concerns, and opportunities. This message to the public from TADL is in the spirit of that perceived public interest in the civic role played by TADL.

Immediate problems affecting library operations and staff safety include:

- Staff being placed in situations that require judgements and actions and for which they have no training, expertise, or remedies available beyond enforcement of library policies.
- The situation places the library in a reactive posture, diverts personnel budget resources away from the primary public mission of the library, places library personnel in volatile and potentially dangerous situations, and leaves TADL with limited options for addressing the situation.
- These situational problems are exacerbated by winter weather and the increase in patrons who use the library primarily as a day shelter

Direct Risks to TADL Personnel and Mission:

- Disorderly, disruptive, or violent behavior directed toward other patrons and/or TADL staff
- Unwelcoming or upsetting environment for children, families, and other patrons
- Deficient availability of medical care
- Deficient availability of psychological care
- Increased and unbudgeted expenses to TADL for professional onsite security and/or health service personnel
- Erosion of public confidence in availability and quality of expected services
- Erosion of public confidence and negative perception of TADL as a welcoming, safe, and supportive space
- Erosion of public financial support for TADL services
- Diminished perceived quality and value of the TADL system as public good

The message that needs to be communicated to civic and organizational leaders is that TADL cannot be both the excellent community resource that is envisioned in its Strategic Plan and a defacto daytime shelter that meets the needs of a persistently unmet need for safe, accessible, reliable public shelters in the city and county.

TADL is not the only site where the absence of adequate housing and health care services in the city and county place extraordinary demands on the publicly funded organizations and services. These demands are directly impacting budgets, services, programs, and personnel.

The situation as it is poses unacceptable risks to public health and safety, diminishes the quality and value of the services the public wants from its critical civic infrastructure, and places continuing public support for public institutions in jeopardy.

Safety:

Who is protecting the staff and librarians? This is the board's responsibility.

Legal exposure:

Liability to litigation associated with "harm" from library staff and to patrons trying to address physical and mental illness.

Just as the TADL Board of Directors has fiduciary responsibility and has a public trust burden to ensure the future viability of the public library system in our community, the City and County Commissions have fiduciary responsibility to address systemic problems that put public assets at risk and threaten public welfare.

There is wide recognition and active conversations ongoing about the issues and opportunities in this current moment to address civic issues of adequate shelter and housing, community and public health, education, etc.

- social and economic conditions that negatively impact homelessness, employment, and wages
- inadequate and/or misallocated public health, mental health and addiction services
- inadequate stocks and means of accessing housing/shelter

These conversations are encouraging but they must be allowed to be an end in themselves. All responsible parties must move toward feasible and sustainable efforts to address the underlying drivers of the problems but the leaders of these conversations must also be successful at bringing resources to bear, within existing and new networks of cooperation and collaborative responsibility to immediately address the need for safe and reliable daytime shelter and health services throughout the community.

We are asking, what is the coordinated community-wide strategy for addressing the immediate manifestations of the problem? How can TADL assist in developing that strategy and contributing to authentic and sustainable efforts to meet these problems as a whole community, city, and county?

Purpose:

- Signal alarm for the near- and long-term risks associated with failure of the community to address this problem

- Call for commissions and other agencies to meet public trust responsibility to ensure that community assets and resources are protected and transferred to future citizens
- Offer library as a partner to the discussions and decisions
- There is money flowing into the community coffers and many organizations are addressing the questions of how to use those funds to address critical problems and long-term community risks and opportunities. Homelessness, health care, and mental health services (infrastructure) should be at the top of the list.

Messages to develop?:

- Representative illustrations of the incidents and problems that the library is being asked to deal with.
- Library is a key element of the civic infrastructure of the community.
- Failure to act cooperatively and from community-wide footing will ensure that the problem continues and will put the long-term value of the library and the other public resources at continuing risk and to inevitable decline in that value.
- Need day shelters for people who need them in order to be safe and healthy.
- Day shelter capacity must be adequate, accessible, and persistent.
- We can't allow the solution to this problem to be seasonal, climate dependent, and unreliable.
- We cannot create and enforce workable policy without tying that policy to total community capacity for addressing this multi-dimensional problem.

Idea:

Cherry Land Center as site for innovative, transformative effort to develop a site for integrated shelter and health services. Advantages: Transportation accessible. Repurposes underused space that is already developed. Opportunities for partnerships between public service agencies and to attract private support. Opportunities to create reputational buzz for the county and city as a site of innovative public service to address real world, persistent problems

Community-wide resources to address specific problems:

- Churches
- Safe Harbor
- TC Housing Commission
- County Housing Authority (?)
- Commission on Aging
- Community Mental Health agencies
- Public Health
- Munson
- Community Foundation
- Rotary Foundation
- Networks Northwest(?)
- etc., etc., etc.