

**LOUTIT DISTRICT LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES
September 7, 2021**

The meeting was called to order by President De Young at 5:30 pm in Program Room B.

Board members present: Mary Jane Belter, Burton Brooks, Dave De Young, Caryn Lannon, Lisa Menerick, Kathy Osmun, and Cathy Rusco

Board member absent: Penni DeWitt

Library staff present: John Martin, Michelle Moore, and Sara Derdowski

APPROVAL OF AGENDA

21-41 Moved by Menerick, supported by Lannon, to approve the Agenda. Motion carried 7-0.

APPROVAL OF CONSENT AGENDA

21-42 Moved by Rusco, supported by Belter, to approve the Consent Agenda. Motion carried 7-0.

A. Approve the regular meeting minutes of August 3, 2021

B. Approve the July 2021 Check Register in the amount of \$269,217.45

Discussion regarding Menerick's voting for closed and return sessions; Moore will update the August minutes. Brooks asked about the Detroit Free Press subscription. Menerick asked about Dominion and Olmsted Signs and Derdowski explained the charges.

PUBLIC COMMENT

None.

TRUSTEE COMMENT

None.

UNFINISHED BUSINESS

Menerick sent email to attempt to connect with piano donors, however our current piano is working fine.

NEW BUSINESS

21-43 Moved by Brooks, supported by Belter, to approve a resolution to exempt taxes from capture by Grand Haven Charter Township DDA.

LOUTIT DISTRICT LIBRARY

**RESOLUTION TO EXEMPT TAXES FROM CAPTURE BY THE GRAND HAVEN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY**

A resolution made and adopted at a regular meeting of the Library Board of the Loutit District Library ("Library"), Ottawa County, State of Michigan, held at the Library on the 7th day of September, 2021, at 5:30 p.m.

Members present: Mary Jane Belter, Burton H. Brooks, David De Young, Caryn Lannon, Lisa Menerick, Kathy Osmun, Cathy Rusco

Members absent: Penni DeWitt.

The following resolution was offered by Brooks and supported by Belter.

WHEREAS, Grand Haven Charter Township established the Grand Haven Charter Township Downtown Development Authority (“DDA”) in 1999 pursuant to the Downtown Development Authority Act, 1975 PA 197, MCL 125.1651 *et seq.*, now recodified as Part 2 of the Recodified Tax Increment Financing Act, 2018 PA 57, MCL 125.4201 *et seq.* (the “Act”); and

WHEREAS, the Township previously approved the Development Plan and Tax Increment Financing Plan (“Plan”) for the DDA; and

WHEREAS, the Library has been levying a separate millage for library purposes approved by voters on April 18, 2000 (before January 1, 2017) to provide funds to fund and operate the Library; and

WHEREAS, the Township Board held a public hearing on July 26, 2021, regarding an ordinance to amend the boundaries of the DDA; and

WHEREAS, pursuant to the amendment, the DDA is altering or amending the boundaries of the downtown development district; and

WHEREAS, pursuant to Section 203(3) to Act, if a separate millage for public library purposes was levied before January 1, 2017, and the DDA alters or amends the boundaries of a downtown district or extends the duration of the existing finance plan, then the Library Board may, not later than 60 days after a public hearing, exempt all or a portion of its taxes from capture by adopting a resolution to that effect and filing a copy with the clerk of the municipality that created the authority; and

WHEREAS, the Library has met the conditions for exempting its taxes from capture because (1) there is a separate millage for library purposes that was levied to support the Library in 2000 (prior to July 1, 2017); and (2) the boundaries of the DDA district will be altered or amended; and

WHEREAS, the Library Board is authorized to exempt its separate and dedicated library millage from capture pursuant to Section 203(3) of the Act; and

WHEREAS, the resolution exempting the Library’s separate millage for library purposes (including any and all of the taxes) from capture by the DDA takes effect when filed with the Grand Haven Charter Township Clerk and remains effective until a copy of a resolution rescinding that resolution is filed with the Township Clerk; and

WHEREAS, the Library Board has determined that it is in the best interests of the health, safety and welfare of the Library residents and taxpayers to exempt all of its taxes from capture by the Grand Haven Charter Township Downtown Development Authority.

DeYoung - yes
Lannon - yes
Menerick - yes
Osmun - yes
Rusco – yes

Motion carried 7-0.

21-44 Moved by Menerick, supported by Rusco, to approve a Resolution thanking Bruce Hinrichs for his years of volunteer service to the LDL. Passed 7-0.

**RESOLUTION
HONORING LIBRARY VOLUNTEER
BRUCE HINRICHS**

WHEREAS, Bruce Hinrichs volunteered his time, talents and treasure as a dedicated volunteer on the Library Capital Campaign Committee raising funds for the expanded and renovated library;

WHEREAS, Bruce Hinrichs served more than 15 years of faithful service to the Loutit District Library Facilities and Building and Grounds committees;

WHEREAS, Bruce Hinrichs was employed as an Engineer at Steelcase, Inc. in Grand Rapids, Michigan for more than 45 years;

WHEREAS, Bruce and Barbara Hinrichs are avid users and supporters of library services;

AND, WHEREAS, Bruce and Barbara Hinrichs recently celebrated their 61st wedding anniversary;

NOW, THEREFORE BE IT RESOLVED, that on September 7, 2021, the Loutit District Library Board of Trustees publicly recognize, honor, thank, and congratulate Bruce Hinrichs for his volunteer service to the Loutit District Library.

David De Young, President

Kathleen Osmun, Vice-President

Burton H. Brooks, Treasurer

Mary Jane Belter, Secretary

Penni DeWitt, Trustee

Caryn Lannon, Trustee

Lisa Menerick, Trustee

Cathy Rusco, Trustee

21-45

Moved by Belter, supported by Menerick, to accept a record collection and supporting monetary donation from Burton H. Brooks. Passed 6-0 (Brooks abstained).

Discussion:

Brooks commented on the collection donation along with the monetary grants, his vision for the display, and the use of the collection. Menerick suggested LDL not circulate the collection to avoid damage and theft. Grants will cover equipment, display, storage, and minimal cataloging.

TREASURER'S REPORT

The July 31, 2021 General Fund, Maintenance Fund, Debt Service Fund Financial Reports, and Bank Account Reports were received and reviewed. Derdowski stated the audit has been completed and a finance committee meeting will be scheduled to review the auditor's report when we receive the final version.

COMMITTEE REPORTS

Executive Committee – Dave DeYoung

DeYoung reviewed the draft minutes from the August 31, 2021 committee meeting.

Finance Committee – Burton Brooks

A meeting will be scheduled to review the audit when final version is available.

Building and Grounds Committee – Burton Brooks

No report. Next meeting will be held on September 21, 2021 at 1:00pm

Policy Committee – Caryn Lannon

A meeting has been set for October 19, 2021 at 4:30pm.

Personnel Committee

A meeting will be held in October to review the benefit study.

Long-term Financial Planning (ad hoc committee)

Meeting has been set for September 21, 2021 at 2:00pm.

Library Director Succession (ad hoc committee)

On pause.

DIRECTOR'S REPORT – JOHN MARTIN

The written report was received and discussed.

PRESIDENT'S REPORT – DAVE DE YOUNG

De Young emphasized the importance of the library director being the primary representative of the library when communicating with the public, governmental entities and the media. This is to ensure consistency of messaging, especially as we discuss library director succession and long term financial planning for the library. De Young noted when speaking to a reporter from the Grand Haven Tribune he coordinated responses with Martin. The same with responses to local elected officials. When questioned by local residents on library policies, operating hours, and other library related questions, he speaks in support of the library and staff, but then refers them to the library

director for answers. It is important for trustees do not take a lead role in public relations for the library, this is the responsibility of library staff. All staff can direct inquiries to Martin.

Rusco discussed possible participants for the newly created Long Term Financial Planning committee, one of whom is her neighbor.

PUBLIC COMMENT.

None.

TRUSTEE COMMENT.

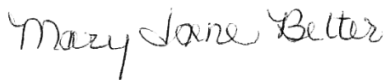
Menerick discussed Tesla’s program that may help with a generator. Question about issuing library cards at the Farmer’s Market; it is being done.

Belter suggests monitoring governmental unit actions, holding periodical meetings with them to stay abreast of upcoming items that could affect LDL – especially financial impacts. Belter also suggests upgrading outlets to avoid power strips in public areas.

NEXT REGULAR MEETINGS

- A. Tuesday, October 5, 2021 – 5:30 pm, LDL Program Room B
- B. Tuesday, November 2, 2021 – 5:30 pm, LDL Program Room B

The meeting adjourned at 7:13 pm.



Secretary
Mary Jane Belter

President
Dave De Young

Prepared by Michelle Moore