

**CAPITAL AREA DISTRICT LIBRARIES  
BOARD MEETING**

5:30 PM, WEDNESDAY, APRIL 20, 2022

**Members Present:** Debora Bloomquist, Margaret Bossenbery, Jeff Croff, Sandy Drake, DeYeya Jones, Sally Trout

**Members Absent:**

**Staff Present:** Scott Duimstra, Jolee Hamlin, Chelsea Koenigsknecht, Julie Laxton, Michael Moore, Thais Rousseau, Trent Smiley, Pat Taylor

**Others Present:** Brian Baer, Debbie Bailey, Nate Baldermann, Gloria Lara

**CALL TO ORDER**

The Chairperson called the meeting to order at 5:30 p.m.

**ROLL CALL**

Bloomquist – Present

Bossenbery – Present

Croff – Present

Drake – Present

Jones – Present

Trout – Present

**COMMUNICATIONS**

There were no communications.

**PUBLIC COMMENTS ON AGENDA ITEMS**

Debora Bloomquist stated under the March 16, 2022 minutes that the word message needs to be replaced with motion.

**CONSENT AGENDA**

I. Approval of Agenda

Jeff Croff made a motion to move New Business General items 1, 4, 5 and 6 and Finance item 1 to the consent agenda. Margaret Bossenbery seconded the motion. The motion carried.

Margaret Bossenbery made a motion to approve the consent agenda as amended. Debora Bloomquist seconded the motion. The motion carried.

Jeff Croff made a motion to add the 2021 Audit Report Presentation under New Business General. Margaret Bossenbery seconded the motion. The motion carried.

2. Approval of Minutes March 16, 2022  
This item was approved by consent.

3. Disbursements for March 2022  
This item was approved by consent.

## **CHAIRPERSON'S COMMENTS**

Board Chair Sally Trout thanked the Board and Management Team for being an integral part of the library's present and past.

## **NEW BUSINESS**

### **General**

1. 2021 Audit Report Presentation – Nathan Baldermann, Rehmann  
Nate Baldermann presented a clean audit report.

Jeff Coff made a motion to approve the 2021 Audit Report Presentation. Sandy Drake seconded the motion. The motion carried.

2. Accept and Approve Executive Director's Performance Evaluation and Annual Salary Increase  
This item was approved by consent.

3. Election of Officers  
Sally Trout presented the following slate for the Election of Officers:
  - Chairperson – Jeff Croff
  - Vice-Chairperson – Debora Bloomquist
  - Secretary – Debora Bloomquist
  - Treasurer – Margaret Bossenbery

Debora Bloomquist made a motion to approve the election of officers. Margaret Bossenbery seconded the motion. The motion carried.

4. Millage Ballot Language  
Sandy Drake made a motion to approve the Millage Ballot Language. Debora Bloomquist seconded the motion. The motion carried.
5. HUM 103 Travel Policy  
This item was approved by consent.
6. HUM 202 Director's Evaluation Policy  
This item was approved by consent.
7. SER 301 Forest Parke Library Policy  
This item was approved by consent.

8. Legislative Update

There were no legislative updates.

9. Community Contacts

Sandy Drake helped set up the Leslie Friends book sale and attended the Webberville, Okemos, Leslie and Haslett Friends meetings.

**Finance**

I. March 2022 Financial Report

This item was approved by consent.

**DIRECTOR'S REPORT**

**PUBLIC, STAFF, AND BOARD MEMBER COMMENTS**

Margaret Bossenbery took a moment to recognize Finance Director Pat Taylor for his retirement, and Sally Trout, CADL's outgoing Board Chairperson.

**PRESENTATION**

I. Board Training on Implicit Bias - Gloria Lara, Lakeshore Ethnic Diversity Alliance

Gloria Lara presented her training on implicit bias before the full board.

**ADJOURNMENT**

Sandy Drake made a motion to adjourn the meeting. Margaret Bossenbery seconded the motion. The motion carried. The meeting was adjourned at 8:02 p.m.

**RESOLUTION APPROVING BALLOT PROPOSAL LANGUAGE FOR A DISTRICT WIDE TAX/TRUTH-IN-TAXATION RESOLUTION PURSUANT TO MCL 211.24e(8)**

March 16, 2022

A regular meeting of the Board of Directors for the Capital Area District Library was held on March 16, 2022, at the properly noticed date and time, and a quorum was present. Marge Bossenbery MOVED, supported by Deb Bloomquist to approved the Resolution to approve the levy of an additional millage rate (Truth in Taxation) for 2022 as listed below:

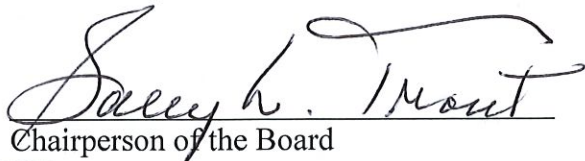
**WHEREAS:**

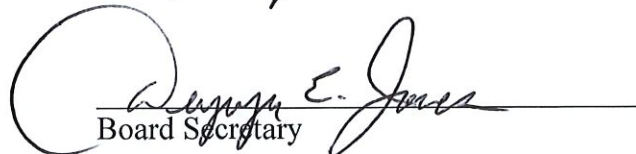
- (1) Based upon Capital Area District Library's budget forecast, the rolled-back millage rate will be insufficient to meet library needs in three years; and
- (2) Because of this anticipated deficiency, CADL seeks to levy an additional millage that may only be levied consistent with the General Property Tax Act (Act 206, Public Acts of Michigan 1983, as amended) including the Truth-in-Taxation requirements; and
- (3) Section 24e of the General Property Tax Act, MCL 211.24e, required the Board to provide for the holding of a public hearing for the levying of millage rates for its ensuing fiscal year;
- (4) Following the required publication of the public hearing notice as required by Section 24e of the Act (MCL 211.24e), the Board conducted a public hearing regarding the proposed additional millage rate on March 16, 2022, and now desires to approve the levy of the additional millage rate for 2022 through 2025 inclusive.

**NOW, THEREFORE, BE IT RESOLVED THAT:** All requirements of MCL 211.24e having been met and the Board being satisfied that the taxpayers within the District have been provided with the required notice and opportunity to be voice their opinions on the tax increase, the Board hereby approves the levy of the additional millage rate to levy as a tax 1.56 mills (\$1.56 per \$1,000 of taxable value) on all taxable property within the limits of the District, increased from the reduced and rolled-back millage rate of 1.5528 mills (\$1.55 per \$1,000 of taxable value) to be levied for four (4) years, from 2022 through 2025 inclusive. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

**ACTION ON THE MOTION: ROLL CALL VOTE**

RESOLUTION DECLARED AND ADOPTED on the 16th day of March, 2022.

  
Chairperson of the Board

  
Board Secretary

**RESOLUTION FIXING PROPOSED MILLAGE RATE/  
TRUTH-IN-TAXATION RESOLUTION PURSUANT TO MCL 211.24e(7)**

March 16, 2022

A regular meeting of the Board of Directors for the Capital Area District Library was held on March 16, 2022, at the properly noticed date and time, and a quorum was present. Marge Boisenberry MOVED, supported by Jeff Cross to approved the Resolution to establish the proposed additional millage rate (Truth in Taxation) for 2022 as listed below:

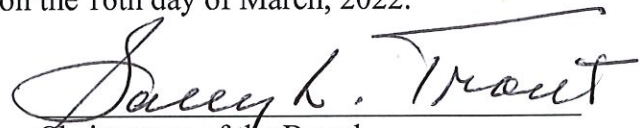
**WHEREAS,**

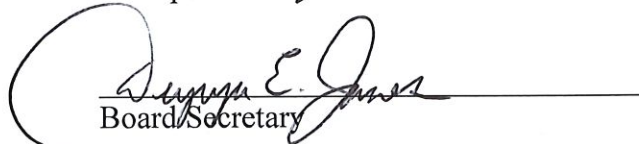
- (1) Based upon Capital Area District Library's budget forecast, the rolled-back millage rate will be insufficient to meet library needs in three years; and
- (2) Because of this anticipated deficiency, CADL seeks to levy an additional millage that may only be levied consistent with the General Property Tax Act (Act 206, Public Acts of Michigan 1983, as amended) including the Truth-in-Taxation requirements; and
- (3) Section 24e(7) of the General Property Tax Act requires the proposed additional millage rate shall be established by a resolution adopted by the governing body of the taxing unit before conducting the public hearing.

**NOW THEREFORE, BE IT RESOLVED THAT:** The Capital Area District Library Board establishes the proposed additional millage to levy as a tax 1.56 mills (\$1.56 per \$1,000 of taxable value) on all taxable property within the limits of the District, increased from the reduced and rolled-back millage rate of 1.5528 mills (\$1.55 per \$1,000 of taxable value) to be levied for four (4) years, from 2022 through 2025 inclusive.

**ACTION ON THE MOTION: ROLL CALL VOTE**

RESOLUTION DECLARED AND ADOPTED on the 16th day of March, 2022.

  
Chairperson of the Board

  
Board Secretary