

**MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES**

Bloomfield Township Public Library
Oakland County, Michigan
Tuesday, December 18, 2018

At 7:00 p.m. the Regular Meeting of the Bloomfield Township Public Library Board of Trustees was called to order by President Judy Lindstrom.

Present: Trustees: Tom Deska, Sandra Edwards, Grant Gerhart, Eli Greenbaum, Judy Lindstrom, and Joan Luksik.

Administration: Director Carol Mueller, Assistant Director Tera Moon, Administrative Assistant Linden Godlove, and Finance Coordinator Sandi Edwards

Guests: Ed Niemchak, Adult Services Librarian and Staff Organization Committee Representative (SOC); Ed Schwartz and Matt Whitty, Schwartz and Co.; Klaren Gerhart, Bloomfield Township Resident

Upon discussion, a motion was made by Eli Greenbaum, seconded by Grant Gerhart **TO APPROVE THE ORDER OF ITEMS FOR THE REGULAR AND CONSENT AGENDAS.**

A vote was taken for approval of the motion.

Ayes: Deska, Edwards, Gerhart, Greenbaum, Lindstrom, and Luksik

Nays: None

MOTION CARRIED

President's Verbal Report:

President Judy Lindstrom thanked Ed Niemchak and the SOC for the wonderful Library Holiday Party. Everyone appreciated the opportunity to get together. She expressed thanks to Eli Greenbaum for taking on the reins as President. She remarked on how *The Christmas Carol* is the most requested material this time of year and shared anecdotes about Charles Dickens. The President wished everyone a wonderful and safe holiday.

Director's Verbal Report:

Director Carol Mueller was excited to share about the family story time collaboration between the Library and Cranbrook Art Institute. The first story time at Cranbrook was held on Saturday, December 15. There is another collaborative story time scheduled in February. In another recent aspect of the Library outreach, one of the librarians spent the day at East Hills Elementary School to discuss books for an upcoming book faceoff challenge. For "March Book Madness, this year's theme is "Read Local, Think Global." The Library has many copies of the selected books. The Director reported that on December 12, Oakland County Commissioner Shelley Taub presented a proclamation to Judy Lindstrom during the literacy council's board meeting. The Oakland County

Board of Commissioners recognized Oakland Literacy Council Board President Judy Lindstrom for her many years of “exceptional dedication, leadership generosity, and philanthropy.” The Director wished everyone a happy holiday and declared the Bloomfield Township Public Library has much to look forward to in 2019.

REGULAR AGENDA:

Call to the Public: Ed Niemchak, representing the SOC, said there was nothing to report.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

11a. Establishing a Section 115 Trust

The Government Accounting Standards Board (GASB) 74 and 75 rules require local units of government to report on funding committed to pay for retiree health care liabilities (OPEB) in annual audits. The state of Michigan now provides oversight of funding for retiree health care benefits in the form of Public Act 202 of 2017– Protecting Local Government Retirement and Benefits Act.

Last August, Director Mueller discussed with the Board the need for the Library to prepare a corrective action plan responding to the state of Michigan regarding funding for our Other Post-Employment Benefits (OPEB) liabilities as required under PA 202. This law requires an annual report regarding the funding status of pension and OPEB funds. At that time, she shared a copy of the library’s corrective action plan and all Trustees signed a resolution in support of our plan. This was then submitted to the state. On Friday, October 26, 2018 the Library received notification from the state of Michigan that the Library’s corrective action plan was not approved as it did not document when the library’s OPEB obligations would reach 40% funding status. While the Library has fully funded its OPEB obligations and set funding aside in its assigned fund balance, this is not considered to be fully funded by the state of Michigan as these funds are not in a qualified trust account. The Library now has until December 26, 2018 to submit a revised corrective action plan.

The Director recommends, with the support of the Personnel Committee and Finance Committee, that the Library Board considers for approval the attached corrective action plan and establishes a Section 115 trust to fund the Library’s 40% OPEB liability.

Ed Schwartz and Matt Whitty, Schwartz and Co., presented answers to the Boards questions regarding the Trust Investment Policy and investment strategy.

Upon discussion, a motion was made by Eli Greenbaum, seconded by Grant Gerhart **TO APPROVE THE REVISED 2017 CORRECTIVE ACTION PLAN, AS PRESENTED, AND REQUEST EACH TRUSTEE TO SIGN THE ATTACHED RESOLUTION.**

A vote was taken for approval of the motion.

Ayes: Deska, Edwards, Gerhart, Greenbaum, Lindstrom, and Luksik

Nays: None

MOTION CARRIED

Upon discussion, a motion was made by Tom Deska, seconded by Joan Luksik **TO APPROVE THE SECTION 115 RETIREE HEALTH CARE (OPEB) TRUST AGREEMENT, AS PRESENTED, AND REQUEST EACH TRUSTEE TO SIGN THE ATTACHED RESOLUTION.**

A vote was taken for approval of the motion.

Ayes: Deska, Edwards, Gerhart, Greenbaum, Lindstrom, and Luksik

Nays: None

MOTION CARRIED

Upon discussion, a motion was made by Sandy Edwards, seconded by Joan Luksik **TO APPROVE THE SECTION 115 TRUST INVESTMENT POLICY STATEMENT FOR THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY HEALTH CARE BENEFITS TRUST, AS PRESENTED.**

A vote was taken for approval of the motion.

Ayes: Deska, Edwards, Gerhart, Greenbaum, Lindstrom, and Luksik

Nays: None

MOTION CARRIED

Upon discussion, a motion was made by Grant Gerhart, seconded by Eli Greenbaum **TO APPROVE THE MID-YEAR BUDGET AMENDMENT RESOLUTION TO FUND 40% OF THE ACTUARIAL DETERMINED OPEB LIABILITY**

A vote was taken for approval of the motion.

Ayes: Deska, Edwards, Gerhart, Greenbaum, Lindstrom, and Luksik

Nays: None

MOTION CARRIED

11b. PA 152

Michigan Public Act 152, the Publicly Funded Health Insurance Contribution Act, requires public employees to contribute to their health insurance costs. This Act gives public employers three options to choose for funding health care costs: (1) the hard cap option, (2) the 80/20 option or (3) to be exempt.

Each December, the Library Board must decide which of the available options to implement for the next fiscal year. The Library Board approved the hard cap option in 2011, 2012, 2014, 2015 and 2016. In 2013 and 2017 the Library Board approved the 80/20 option.

It is recommended by Administration to adopt Option 2, known as the 80/20 Option, because it provides a lower health care cost for library employees. The Personnel and Finance Committees support this recommendation. Thank you for your consideration.

Upon discussion, a motion was made by Joan Luksik seconded by Tom Deska **TO ADOPT THE 80/20 OPTION, AS STATED IN PA 152, EFFECTIVE JANUARY 1, 2019.**

A vote was taken for approval of the motion.

Ayes: Deska, Edwards, Gerhart, Greenbaum, Lindstrom, and Luksik
Nays: None

MOTION CARRIED

11c Director Evaluation

December is traditionally the time of year when the Personnel Committee requests the Board's input on the Library Director's performance during the past fiscal year.

The evaluation process begins with a report from the Library Director to the Board summarizing her activities during 2018. The report, as well as the Director's evaluation form, will be sent to the Library Board in early January.

The Personnel Committee will then use the Board's input to complete the Library Director's performance evaluation, share the results, and make a formal recommendation to the full Library Board regarding the Director's performance and contract at the February 19, 2019 Library Board meeting.

OTHER:

Carol Mueller wished to schedule a budget review session and requested that the Board of Trustees review their calendars and pick a date. Thursday, March 14, at 11 a.m. will be the date for the budget review session.

Judy Lindstrom will be sending emails regarding committee chairs in the near future. There are two committees that all can attend: building and ground, and development committee.

Judy Lindstrom expressed admiration for the front entrance arrangement by Goldner Walsh. She wished everyone a fun and joyous holiday and 2019.

Next Library Board Meeting will be Tuesday, January 15 at 7 p.m.

At 8:03 p.m. President Judy Lindstrom adjourned the meeting.

Submitted by:



Sandra Edwards, Secretary