

AGENDA

BLOOMFIELD TOWNSHIP PUBLIC LIBRARY

Tuesday, January 15, 2019

First Annual Bloomfield Township Public Library

Retiree Health Care Benefits Trust Meeting

7:30pm in Library Board Room

Agenda items 1-7

1. Call to order of Library Retiree Health Care Benefits Trust meeting
2. MOTION to approve the order of items
3. Call to the public
4. New Business
 - a. Appointment of Trust Trustees
 - b. Bank Signatories
5. Other
6. Next scheduled regular Library Retiree Health Care Benefits Trust meeting:
Tuesday, January 21, 2020, 7:30 p.m.
7. Adjournment

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Trustees

FROM: Carol Mueller

DATE: January 11, 2019

SUBJECT: Appointment of Bloomfield Township Public Library Retiree Health Care Benefits Trust Trustees

One of the first actions of the Library's newly formed Retiree Health Care Benefits Trust is to establish a Trust Board of Trustees. Included below is Article 5 from the Trust Agreement addressing how the Trust Board is established. As indicated in this article, the current Library Board President, Judy Lindstrom, shall appoint the Trust Trustees at the first Trust meeting. Article 5.1 indicates which positions should be included on the Trust Board.

**ARTICLE 5
TRUST TRUSTEES**

5.1. The Trust shall be administered by a Board of Trustees consisting of five (5) members, who shall include:

- current President of the Library
- current Member of the Personnel Committee of the Library
- current Member of the Finance Committee of the Library
- current Library Director of the Library
- current Finance Coordinator of the Library

5.2. The Library Board of Trustees shall call for the first meeting of the Trust Board of Trustees and the current President of the Library Board of Trustees shall serve as the initial Chairperson to facilitate the organization of the Trust Board of Trustees. Immediately upon organization of the Trust Board of Trustees, and thereafter, a Chairperson shall be appointed from amongst the members of the Trust Board of Trustees.

5.3. In the event a Trust Trustee resigns, is removed or is otherwise unable to serve, the President of the Library Board of Trustees shall appoint a new Trust Trustee to fill the vacancy, which can be a Library Board Trustee or successor Library Director or successor Finance Coordinator of the Library.

5.4. Whenever a change occurs in the membership of the Board of Trustees, the legal title to property held by this Trust shall automatically pass to those duly appointed successor Trust Trustees.

5.5. Each future Trust Trustee shall accept the office of Trust Trustee and the terms and conditions of this Trust Agreement in writing.

5.6. Upon leaving office, a Trust Trustee shall promptly and without unreasonable delay, deliver to the Trust's principal office any and all records, documents, or other documents in his possession or under his control belonging to the Trust.

5.7. The Trust Trustees shall be special municipal employees for purposes of PA 202 and shall be subject to the restrictions and prohibitions set forth therein.

Article 5.5 indicates that each appointed Trust Trustee will need to accept the Trust Agreement in writing. A form for each Trust Trustee's signature acknowledging receipt of the Trust Agreement will be provided at the Trust meeting.

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Board of Trustees of the Bloomfield Township Public Library Retiree Health Care Benefits Trust

FROM: Carol Mueller

DATE: January 15, 2019

SUBJECT: Bank Signatories

With the recent establishment of the Section 115 Library Retiree Health Care Benefits Trust and appointment of officers on the Bloomfield Township Public Library Retirees Health Care Benefits Trust Board of Trustees, a resolution to approve the authorized bank signatories is being presented at the January 15, 2019 first annual Trust Board Meeting for your approval. As per the procedure required by financial institutions, a copy of a duly signed board resolution is required for bringing change to the bank account authorized signatories. The resolution attached authorizes the following persons to sign on behalf of the Trust, issue orders for payment or withdrawal of money:

Carol Mueller, Library Director
Sandra Bird, Finance Coordinator

This resolution will need to be updated again when changes in the positions of Library Director or Finance Coordinator occur.

If you agree, the following action is needed:

ACTION: I move to approve the resolution authorizing signatures, including facsimile signatures, for banking services on behalf of the Bloomfield Township Public Library Retiree Health Care Benefits Trust as presented, effective January 15, 2019.

A RESOLUTION AUTHORIZING SIGNATURES, INCLUDING FACSIMILE SIGNATURES, FOR BANKING SERVICES ON BEHALF OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY HEALTH CARE BENEFITS TRUST

THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY RESOLVES AS FOLLOWS:

SECTION 1. The following persons are authorized to sign on behalf of the Trust, orders for payment or withdrawal of money:

Carol Mueller, Director
Sandra Bird, Finance Coordinator

Such authority shall remain in force until revoked by written notice to the affected financial institution of the action taken by the Trust Trustees of the Bloomfield Township Public Library Health Care Benefits Trust.

All prior authorizations are suspended.

SECTION 2. The following depository institutions are approved institutions for the authorized signers on behalf of the Library:

RBC Schwartz & Co.

SECTION 3. This resolution was duly PASSED and ADOPTED this 15th day of January, 2019, and takes effect January 15, 2019, upon signing by the Trust President.

Judy Lindstrom, Trust President

Witness



Bloomfield Township Public Library Retiree Health Care Benefits Trust Agreement Acknowledgement

As a Trust Trustee, I acknowledge receipt of the Bloomfield Township Public Library Retiree Health Care Benefits Trust Agreement and accept the terms and conditions therein. I understand that I am responsible for reading the agreement, familiarizing myself with its contents, and adhering to all of the policies and procedures of this Trust agreement.

PRINT NAME _____ DATE _____

SIGNATURE _____