

**HOWELL CARNEGIE DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING**

MINUTES OF NOVEMBER 8, 2016

President Lynne Bondy called the regular meeting of the Howell Carnegie District Library Board of Trustees to order at 7:00 pm.

Present: Board Members: Heather Aeschliman, Lynne Bondy, Jill Hilla, Katie LaCommare, David Morse, and Rick Scofield. Kathleen Zaenger, Library Director, was also present.

David Morse moved to approve the agenda. Katie LaCommare supported, and the board unanimously approved.

Rick Scofield moved to excuse Charlie Todd, Katie LaCommare supported.

Excused: Charlie Todd

David Morse moved to approve the consent agenda as presented, including Item A., Board Meeting Minutes of October 11, 2016, Item B., Bills and Payroll, Item C., Holiday plans for staff, and Item D., Calendar of Library Closings 2017. Heather Aeschliman supported, and the board unanimously approved.

There were no announcements or comments from the public.

President Lynne Bondy announced that with the upcoming retirement of Kathleen Zaenger, she has decided to stay for another term on the board to help with the transition.

A written copy of the Treasurer's Report for October, 2016, was provided to each board member. Rick Scofield reviewed the report with the board. Jill Hilla moved to accept the Treasurer's Report for October, 2016 as presented. Heather Aeschliman supported, and the board unanimously approved.

There were no committee reports during the month of October.

A written copy of Kathleen Zaenger's report was provided to the board. Additionally, she announced that the latest issue of Between Friends came out last week. She invited the board members to the Rotary meeting on Monday, Nov 14 to hear the speaker. Meadowbrook Insurance (Michigan Municipal League) considers the file closed on the potential lawsuit from April of this year.

ACTION ITEMS

UNFINISHED BUSINESS:

1. Due to illness, Bredernitz Wagner was unable to present the audit report from the 2015-16 fiscal year. This will be an agenda item in December 2016.

DISCUSSION

2. Kathleen Zaenger updated the board on the Zemper Legacy Project. She invited the board to attend the Fundraising Kick-Off on November 10, 2016 at 7:30pm at the Howell Opera House.
3. Kathleen Zaenger reminded the board about the Special Board Meeting November 30, 2016 at 4:30pm with Lance Werner from Kent District Library to speak on the topic of turning outward. The board brainstormed questions as a starting point for the discussion at the meeting with Lance Werner.
4. Kathleen Zaenger reviewed the library trustee orientation and recruitment plan.
5. Kathleen Zaenger provided an update on the FRIP. We are currently dealing with some lighting and door issues. The back driveway is done until late May 2017 when the sealcoat and directional arrows will be applied. We are expecting Leppek's to complete the planting on the back hill this week.

IN-SERVICE TRAINING

MLA Conference Reports

President Lynne Bondy and Heather Aeschliman presented information from the Michigan Library Association Annual Conference. President Lynne Bondy and Kathleen Zaenger presented information from the Library Trustee Dinner.

COMMENTS & CONCERNS OF BOARD MEMBERS

Rick Scofield complemented Kathleen Zaenger on her role as MLA President at the MLA Annual Conference.

David Morse moved to adjourn the meeting at 8:22 pm. Katie LaCommare supported and the board unanimously approved.

Holly Ward Lamb, Acting Secretary