

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

MINUTES OF JUNE 14, 2016

President Lynne Bondy called the public hearing for proposed budget 2016-17 to order at 6:48 pm. Karen Bird moved to close the public hearing at 7:00 pm. Katie LaCommare supported. President Lynne Bondy called the regular meeting of the Howell Carnegie District Library Board of Trustees to order at 7:01 pm.

Present: Board Members: Heather Aeschliman, Karen Bird, Lynne Bondy, Katie LaCommare, Rick Scofield and Charlie Todd. Kathleen Zaenger, Library Director, was also present.

Absent: David Morse.

Lynne Bondy amended the agenda to include Item #8A. Charlie Todd moved to approve the agenda as amended. Rick Scofield supported, and the board unanimously approved.

Charlie Todd moved to excuse the medical absence of David Morse. Karen Bird supported, and the board unanimously approved.

Katie LaCommare moved to approve the consent agenda as presented, including Item A., Board Meeting Minutes of May 10, 2016, and Item B., Bills and Payrolls. Charlie Todd supported, and the board unanimously approved.

There were no announcements or comments from the public.

President Lynne Bondy reminded the board to vote online for the City of Howell in the best "Mainstreet" competition.

A written copy of the Treasurer's Report for May, 2016 provided to each board member. Karen Bird reviewed the report with the board. Rick Scofield moved to accept the Treasurer's Report for May, 2016 as presented. Katie LaCommare supported, and the board unanimously approved.

There were no committee meetings in May.

A written copy of Kathleen Zaenger's report was provided to each board member. In addition, she shared the ALA's response to the shootings in Orlando, and the joint ad from Livingston County Libraries that appeared in the paper on June 5 to promote Summer Reading. She thanked the board for the great performance appraisal she received from them.

ACTION ITEMS

OLD BUSINESS:

None.

NEW BUSINESS:

1. Charlie Todd moved to adopt Resolution 16-01 to adopt a budget for fiscal year 2016-17. Heather Aeschliman supported and the board was polled. All board members approved.
2. Karen Bird moved to adopt Resolution 16-02 to authorize the transfer of funds from reserves to revenues in the 2015-16 budget. Katie LaCommare supported, and the board was polled. All board members approved.
3. Katie LaCommare moved to adopt Resolution 16-03 to amend the 2015-16 budget. Heather Aeschliman supported, and the board was polled. All board members approved.
4. Heather Aeschliman moved to adopt Resolution 16-04 to authorize the transfer of funds from one fund to another fund with the 2015-16 budget. Charlie Todd supported and the board was polled. All board members approved.
5. Katie LaCommare moved to accept the board nomination committee's recommendation and elect Lynne Bondy as the library board president and Heather Aeschliman as library board vice-president for fiscal year 2016-17. Charlie Todd supported, and the board unanimously approved.
6. Karen Bird moved to accept the board nominating committee's recommendation to appoint Rick Scofield as the library board treasurer and Katie LaCommare as the library board secretary for fiscal year 2016-17. Charlie Todd supported, and the board unanimously approved.
7. Katie LaCommare moved to adopt Resolution 16-05 to honor Karen Bird's service to the library board of trustees. Charlie Todd supported, and the board was polled. All board members approved.
8. Rick Scofield moved that the board accept the proposal from Bredernitz, Wagner & Co., P.C., to perform a general audit of the library's financial statements in accordance with State and Federal laws for three years beginning with the library's fiscal year ending June 2016 through the fiscal year ending June 2018. Funds for this will be budgeted in 101-790.807.00 Audit. Heather Aeschliman supported and the board unanimously approved.

- 8A. Charlie Todd moved to accept the proposal from Grissim, Metz, Andriese Associates for landscape architectural services, not to exceed \$4000, plus reimbursable expenses. Heather Aeschliman supported and the board unanimously approved.

DISCUSSION

9. There was discussion concerning the tasks assigned to the board by the presenter to be accomplished before the upcoming Board & Administrators Retreat & Strategic Plan scheduled for July 21.
10. The tentative date of October 19 was proposed for the Livingston County Trustees & Directors meeting.
11. Kathleen Zaenger provided an update on the FRIP, including issues with the HVAC system. She also shared information she gleaned from attending recent educational meetings/seminars.

IN-SERVICE TRAINING TOPIC

Nothing scheduled.

COMMENTS & CONCERNS OF BOARD MEMBERS

None.

Katie LaCommare moved to adjourn the meeting at 8:30 pm. Charlie Todd supported, and the board unanimously approved.

Kathleen Murray, Recording Secretary