

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

MINUTES OF FEBRUARY 9, 2016

President Lynne Bondy called the regular meeting of the Howell Carnegie District Library Board of Trustees to order at 7:04 pm.

Present: Board Members: Heather Aeschliman, Karen Bird, Lynne Bondy, Katie LaCommare, David Morse (via video-conference), and Charlie Todd. Library Director, Kathleen Zaenger, was also present, as well as former board member, Ed Repik. Rick Scofield arrived at 7:20 pm.

Absent: None.

Katie LaCommare moved to approve the agenda as presented. Karen Bird supported, and the board unanimously approved.

Karen Bird moved to approve the consent agenda as presented, including Item A., Board Meeting Minutes of January 12, 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 reported that she was excited to see the book return open for business at the circulation desk. Lynne noted that she will be joining the library staff at their in-service training at the end of the month. The staff will be using the book *Strength Finders 2.0* with a facilitator. She has experience with the topic, and believes that that this will be a good way to continue building the bond between the Board and staff.

A written copy of the Treasurer's Report for January, 2016 was provided to each board member. Karen Bird briefly reviewed the report with the board. Heather Aeschliman moved to accept the Treasurer's Report for January, 2016, as presented. Charlie Todd supported and the board unanimously approved.

There were no committee reports in January.

A written copy of Kathleen Zaenger's report was provided to each board member. In addition, she noted the Teen Photography reception is scheduled for February 17, and the Press & Argus is willing to publish the winning photographs. Joyce Fisher received a request from the World TB Day Conference, held at the Kellogg Center in East Lansing, to use the video she created of our program on the Howell Sanitarium. This is great exposure since it is a national conference. Kathleen will again be participating in *Walk for*

Warmth, and will be accepting donations until February 18. TLN is looking for potential board members. Applications will be accepted until March 1. We are gathering bills in the approximate amount of \$48,000 to forward to our insurance carrier for damages caused by the electrical surge at the library.

ACTION ITEMS

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

1. Karen Bird moved to approve the Request for Use of Library Grounds application from LACASA CAP to have a ceremony on the front lawn and “plant” pinwheels in the front flower bed area on April 6 to celebrate April as National Child Abuse Prevention Month. Heather Aeschliman supported, and the board unanimously approved. David Morse abstained from the vote, since he is the board chair for LACASA.

DISCUSSION

2. The board discussed the recent Board and Administrator’s Retreat, including the retreat evaluation (designated as item 3A). There was some discussion of the possibility of using facilitator Dan Duckworth to assist with the strategic plan. Kathleen Zaenger noted the possibility of creating advisory boards with members of the public from different socio-economic backgrounds to assist with special projects.

IN-SERVICE TRAINING TOPIC

3. Ed Repik provided a financial review and projection for the library.

DISCUSSION, cont.

4. There was a preliminary discussion of potential board members (designated as item 3B) who could replace Karen Bird, who will be leaving the board in June, 2016.
5. There was preliminary budget planning for 2016-17. The date of Wednesday, May 25 from 4:00-6:00 pm was agreed upon for a budget work session. The board agreed to look at a Tuesday or Thursday in July for the next Board and Administrators retreat.
6. Kathleen Zaenger provided the board with an update on the FRIP.

COMMENTS & CONCERNS OF BOARD MEMBERS

Karen Bird commented on the statistics listed in the staff news. Heather Aeschliman commented that she is enjoying the yoga classes at the library. Rick Scofield noted that there were no library representatives attending the recent Leg-up Steering Committee meeting. He stated that it is clear to him that libraries can play a valuable role with the steering committee. Charlie Todd wondered about how much cash the library keeps at the front desk.

Katie LaCommare moved to adjourn the meeting at 8:40 pm. Charlie Todd supported, and the board unanimously approved.

Kathleen Murray, Recording Secretary