

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

MINUTES OF MARCH 8, 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, Lynne Bondy, Katie LaCommare, David Morse (via video conference) Rick Scofield, and Charlie Todd. Library Director, Kathleen Zaenger, was also present.

Absent: Karen Bird

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

Heather Aeschliman moved to excuse the vacation absence of Karen Bird. Katie LaCommare supported, and the board unanimously approved.

Rick Scofield moved to approve the consent agenda as presented, including Item A., Board Meeting Minutes of February 9, 2016, and Item B., Bills and Payrolls. Heather Aeschliman supported, and the board unanimously approved.

There were no announcements or comments from the public.

President Lynne Bondy reported she attended the afternoon session of the staff in-service training on February 26. She outlined the training the staff received using the book *StrengthsFinder 2.0*, and proposed that the board take the strengths assessment since it might be an effective tool in their upcoming planning meetings. It was agreed to move ahead with setting up the strengths assessment for the board.

A written copy of the Treasurer's Report for February, 2016 was provided to each board member. Kathleen Zaenger briefly reviewed the report with the board in Karen Bird's absence. Heather Aeschliman moved to accept the Treasurer's Report for February, 2016 as presented. Katie LaCommare supported and the board unanimously approved.

There were no committee meetings in February.

A written copy of Kathleen Zaenger's report was provided to each board member. In addition she noted that the free showing of the movie *The Martian* attracted about 170 people to the Historic Howell Theater and everyone seemed to have a good time. Kathleen also noted an upcoming Skype interview with *The Martian* author, Andy Weir, as part of our Livingston Reads programming, as well as having a series of Star Wars programs during spring break week. Kathleen advised that the water in the library has been tested and it is lead-free.

ACTION ITEMS

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

1. Heather Aeschliman moved to approve working with Dan Duckworth on Thursday, July 21 for an all-day planning retreat to develop a new Mission and Vision for the Howell Carnegie District Library that will lead to a new strategic plan. Rick Scofield supported, and all board members approved.

DISCUSSION

2. The date of Wednesday, March 23, 2016 at 4:30 pm was scheduled for the next Board Nomination and Recruiting Committee meeting.
3. The board members reviewed the process for the annual performance appraisal of the library director.
4. There was discussion of board recruiting and the strategic plan review. Katie LaCommare shared the outcome of her meetings with potential board members. Plans were discussed for Karen Bird's final board meeting in June.
5. The board began preliminary budget planning for 2016-17. A finance committee meeting was scheduled for Wednesday, March 23 at 5:30 pm.
6. Kathleen Zaenger gave a brief update of the Facilities Renewal and Improvement Project. She noted there are lots of little issues here and there that still need to be addressed, and she thinks that will continue for the next six months to one year. One larger issue that needs attention is the ventilation system in the computer lab. She is committed to making the building as good as it can possibly be.

IN-SERVICE TRAINING TOPIC

Lynne Bondy provided information on possible fundraising ideas for the board.

COMMENTS & CONCERNS OF BOARD MEMBERS

Katie LaCommare noted her daughter's participation in an upcoming Community Theater production next weekend. Charlie Todd stated that a detour drew his attention to some of the more poverty stricken areas of Tennessee and Kentucky recently, and he found it quite eye opening. Heather Aeschliman thanked the library for allowing her to attend the Good Morning Livingston Breakfast earlier in the day to hear Congressman Mike Bishop speak. David Morse advised that he is working on a documentary with the Discovery Channel concerning certain cases that he handled during his time as Prosecutor. Kathleen Zaenger reminded the board that she will be attending the upcoming PLA Conference in Denver, and will not be present at the April board meeting.

Katie LaCommare moved to adjourn the meeting at 8:16 pm. Charlie Todd supported, and the board unanimously approved.

Kathleen Murray, Recording Secretary