

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

MINUTES OF JULY 10, 2018

President Lynne Bondy called the regular meeting of the Howell Carnegie District Library Board of Trustees to order at 7:08 pm.

Present: Board Members: Lynne Bondy, Jill Hilla, Katie LaCommare, David Morse, Rick Scofield, Maria Stuart and Charlie Todd.

Absent: None

Jill Hilla moved to approve the agenda as presented. David Morse supported, and the board unanimously approved.

Rick Scofield moved to approve the consent agenda, including Item A., Minutes of June 12, 2018, and Item B., Bill 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 and Holly attended the PNC Summer Festival in Ann Arbor and it was a nice event.

A written copy of the Treasurer's Report for June 2018 was provided to each board member electronically. Rick Scofield briefly reviewed the report with the board. Katie LaCommare moved to accept the Treasurer's Report as presented. David Morse supported, and the board unanimously approved.

There were no committee meetings during the month of June.

Director Holly Ward Lamb's report was provided electronically to each board member. Additionally, she stated she has received the latest penal fine amount: total for June (also YTD) is \$26,747, which is 37% lower than one year ago, and 47% lower than two years ago. She advised the library is testing a texting service called "Shout Bomb", which, among other things, will allow patrons to renew items through text. She also advised that TLN, our cooperative, has two openings on its board and is looking for individuals interested in serving.

ACTION ITEMS

OLD BUSINESS:

None.

NEW BUSINESS:

1. The board extended a warm welcome to Maria Stuart and David Morse will be her board sponsor.
2. Rick Scofield moved to approve Resolution 18-11 to authorize the board president, vice president, treasurer, secretary and library director as signers for the library accounts at PNC Bank in Howell, designated as a depository for library funds, and First National Bank in Howell, designated as a secondary depository for library funds. David Morse supported, and the board was polled. All board members approved.
3. Charlie Todd moved to adopt Resolution 18-12 to authorize the investments of library funds in accordance with Act 20, P.A. 1943 as amended. Katie LaCommare supported and the board was polled. All board members approved.
4. David Morse moved to adopt Resolution 18-13 to move \$10,000 from the General Reserve Fund 101 Balance to the Sick and Retirement Reserve in the General Fund for this fiscal year 2018-19. Charlie Todd supported and the board was polled. All board members approved.
5. Charlie Todd moved to adopt Resolution 18-14 to establish benefits for Emeritus Library Trustees. Katie LaCommare supported and the board was polled. All board members approved.
6. The board reviewed its Annual Commitment to Excellence. The form needs to be updated, and this item will return next month.
7. The board planned and set the Board Meeting Topics Calendar for 2018-19.

DISCUSSION

8. There was discussion of board training topics for 2018-19.
9. The board discussed timing for the next Board & Administrators Retreat. There seemed to be consensus to shoot for a date next May, which may work better than next summer. This item will return in January to actually schedule a date. Jill Hilla questioned the status of the staff's participation in creating a "plan of work" for the strategic plan. Holly Lamb acknowledged that is still the current plan.
10. Holly Ward Lamb provided an update of the Zemper sculpture scheduled to arrive in November, and the recent meeting with Randy Metz, Kathleen Murray, David Morse and Charlie Todd concerning location of the sculpture on the library grounds. Most of the board conducted a visual inspection of the library grounds. David Morse moved that we ask Randy Metz to create a rendering of "option #1," as presented on the site

drawing created by Randy Metz (corner of Center Street and Grand River), and a rendering for “option #4,” (somewhere between the two existing benches on the west side of the front lawn). These renderings should include proposed changes to the landscaping on the entire library grounds. The board is not interested in pursuing option #'s 2 or 3 on the site drawing. Jill Hilla supported, and the board unanimously approved.

11. The board reviewed its roster for any updated contact information.
12. There was discussion of trustee recruitment (this is a standing item), and some changes to the existing list of potential trustees.
13. Holly Ward Lamb noted that it is time to start thinking about the Livingston County Trustees and Directors meeting – dates, topics and locations. Lynne Bondy instructed Holly to contact the other directors in the county about spearheading the event this year.
14. The plaque honoring Kathleen Zaenger is ready for installation in the foyer. There was discussion on how to handle the “unveiling.” Lynne Bondy instructed Holly to contact Kathleen Zaenger to check her availability before the regularly scheduled board meetings on either August 14 or September 11. Lynne Bondy wishes to invite the emeritus trustees and to have refreshments at the unveiling.

IN-SERVICE TRAINING TOPIC

Nothing scheduled.

COMMENTS & CONCERNS OF BOARD MEMBERS

None.

Rick Scofield moved to adjourn the meeting at 8:41pm. David Morse supported, and the board unanimously approved.

Kathleen Murray, Recording Secretary