

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

**MINUTES OF MARCH 13, 2018**

President Lynne Bondy called the regular meeting of the Howell Carnegie District Library Board of Trustees to order at 7:16 pm.

Present: Board Members: Heather Aeschliman, Lynne Bondy, Katie LaCommare, and David Morse (via videoconference).

Absent: Jill Hilla, Rick Scofield and Charlie Todd

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

Heather Aeschliman moved to approve the absence of Jill Hilla, Rick Scofield and Charlie Todd. Katie LaCommare supported, and the board unanimously approved.

Katie LaCommare moved to approve the consent agenda, including Item A., Minutes from February 13, 2018, 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 had nothing to report.

A written copy of the Treasurer's Report for February 2018 was provided to each board member. Holly Ward Lamb reviewed the report with the board in Rick Scofield's absence. Heather Aeschliman moved to accept the Treasurer's Report as presented. Katie LaCommare supported and the board unanimously approved

There were no committee meetings during the month of February.

A written copy of Holly Ward Lamb's report was provided to each board member electronically. Additionally, she stated she received the penal fines amount for February after her written report was completed. The amount for February 2018 is \$42,211.00, which brings the year to date to \$353,450.00, which is down 9% from this time last year and 30% from two years ago. She attended her first meeting of the Zemper Legacy Project. The committee is hoping to install the sculpture on the library grounds on November 4, which would have been Duane Zemper's 99<sup>th</sup> birthday. To meet that deadline, a great deal needs to be decided about the placement of the sculpture on the library grounds and other work to be performed by landscape architect Randy Metz.

Holly noted what a big undertaking this is. David Morse stated that he would like to arrange a meeting with the new Chief Judge and Holly for a discussion on penal fines. The fact that the amount is down 30 percent from two years ago is rather surprising. He will arrange the meeting when he gets back to Michigan in May.

***ACTION ITEMS***

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

1. Heather Aeschliman moved to adopt Resolution 18-04 to support participation in the Library of Michigan's Service and Technology Act (LSTA) Public Library Services Grant Program. Katie LaCommare supported and the board was polled. All board members approved.

***DISCUSSION***

2. After reviewing research provided by the director, the board discussed the approximate number of additional parking spots desired by the library.
3. There was discussion concerning necessary steps needed to create a strategic plan for the library for the next three to five years. Holly Ward Lamb stated that she believes additional information gathering is necessary concerning community needs and what is currently happening.
4. Heather Aeschliman's term on the library board will end on June 30, 2018. There was discussion regarding potential individuals to fill the vacancy. Heather requested an additional four-year term, but Lynne Bondy advised that since there is no compelling reason to extend her term, we should abide by the library's bylaws.

***IN-SERVICE TRAINING TOPIC***

None this month.

***UPDATE ON DIRECTOR'S GOALS:***

Holly Lamb updated the board on her various goals for the first 90 days as library director, including hiring a new Head of Youth Services. Lynne Bondy questioned her on the staff development day, which included active shooter training, and Holly advised that most of the staff surveys were very positive. Some safety items were highlighted during the training and will need attention in the future. The board agreed that she is progressing nicely on her 90-day goals.

**COMMENTS & CONCERNS OF BOARD MEMBERS**

None.

Heather Aeschliman moved to adjourn the meeting at 8:07. Katie LaCommare supported, and all board members approved.

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Kathleen Murray, Secretary