

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

MINUTES OF SEPTEMBER 11, 2018

President Lynne Bondy called the regular meeting of the Howell Carnegie District Library Board of Trustees to order at 7:00pm. The board observed a moment of silence to honor the victims of the September 11, 2001 attack.

Present: Board Members Lynne Bondy, Jill Hilla, Rick Scofield, Maria Stuart and Charlie Todd. Library Director Holly Ward Lamb was present, as well as Lynn Hewitt, a member of the public.

Absent: Katie LaCommare and David Morse

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

Jill Hilla moved to excuse the absence of Katie LaCommare and David Morse. Rick Scofield supported, and the board unanimously approved.

Rick Scofield moved to approve the consent agenda, including Item A., Minutes of August 14, 2018; 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 thanked Charlie Todd for chairing the meeting in her absence last month. She acknowledged the sad news that David Morse is leaving the board and the possibility of arranging some sort of going away party for him.

Each board member received a copy of the Treasurer's Report for August, 2018 electronically. Rick Scofield briefly reviewed the report with the board. Jill Hilla moved to accept the Treasurer's Report as presented. Maria Stuart supported, and the board unanimously approved.

There were no committee meetings during the month of August.

Each board member received a copy of Director Holly Ward Lamb's report electronically. Additionally, she advised that David Morse talked to Diane Livingston, interim district court administrator for Livingston County Courts, regarding reduced penal fines. Quickly, she noted a reduction in the number of tickets written, and also that some judges are waiving fines and costs. Holly went on to note the Friends of the Library are holding their annual meeting in the Meabon Room on September 18 at 7pm. There is a new collaborative

agreement with Howell Public School resulting in ecards for all HPS students. A press release was issued by Tom Guild, PR person for HPS, concerning this agreement. She also noted a nice mention for the library concerning our participation in the book bus from Erin McGregor from HPS at the Good Morning Livingston breakfast that morning.

ACTION ITEMS

OLD BUSINESS:

None.

NEW BUSINESS:

1. Rick Scofield moved to establish the review process for the library director's performance appraisal for fiscal year 2018-19. Jill Hilla supported and the board unanimously approved.
2. Charlie Todd moved to approve Resolution 18-16 to honor the service of David Morse. Rick Scofield supported and the board was polled. All board members approved.
3. Charlie Todd moved to approve the Use of Library Grounds Application from the Howell Area Parks and Recreation Authority for Legend of Sleepy Howell on Saturday, October 27, 2018. Rick Scofield supported, and the board unanimously approved.

DISCUSSION

4. Holly Ward Lamb presented information on the addition of a "transfer switch," which will allow the IT rack to run until sump pumps call for power. The cost should not exceed \$7,918.
5. Holly Ward Lamb confirmed that Block Brewery will be the location of this year's Trustee Holiday Celebration on December 11th.
6. Holly Ward Lamb presented an update on the Zemper Sculpture and that we were told erroneously what is involved in relocating the Michigan Historical Marker on the front lawn of the library. Holly Ward Lamb will request the Zemp Committee complete a gift agreement form.
7. Options for this year's fundraising letter were discussed. Holly Ward Lamb and Kathleen Murray will start accumulating patron comments/stories and statistics for Lynne Bondy to start drafting the letter.
8. The board discussed options for filling the seat that will be vacated by David Morse. The term will expire on 6-30-19.

COMMENTS & CONCERNS OF BOARD MEMBERS:

Maria Stuart likes the Google drive used for the board packets now that she has gotten used to it. Charlie Todd had questions on the Google drive.

Rick Scofield moved to adjourn the meeting at 8:01pm. Charlie Todd supported, and the board unanimously approved.

Kathleen Murray, Recording Secretary