

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

**MINUTES OF OCTOBER 9, 2018**

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: Lynne Bondy, Katie LaCommare, Rick Scofield, Maria Stuart and Charlie Todd. Library Director, Holly Ward Lamb was also present. Liesl Clark arrived 7:10 pm.

Absent: Jill Hilla

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

Maria Stuart moved to excuse the absence of Jill Hilla. Charlie Todd supported, and the board unanimously approved.

Rick Scofield moved to approve the consent agenda, including Item A., Minutes of September 11, 2018; and Item B., Bills and Payrolls. Charlie Todd supported and the board unanimously approved.

There were no announcements or comments from the public.

***IN-SERVICE TRAINING TOPIC***

Volunteer Joyce Fisher gave an update on the Howell Area Archives.

President Lynne Bondy welcomed potential new board member Liesl Clark.

Each board member received a copy of the Treasurer's Report for September 2018 electronically. Rick Scofield briefly reviewed the report with the board. Katie LaCommare moved to accept the Treasurer's Report as presented. Charlie Todd supported, and the board unanimously approved.

There were no committee meetings during the month of September.

Each board member received a copy of Director Holly Ward Lamb's report electronically. Additionally she stated penal fines for September 2018 are \$26,550.00 and year to date \$131,052.00. That is 27 percent lower compared to last year.

## ***ACTION ITEMS***

### **OLD BUSINESS:**

None.

### **NEW BUSINESS:**

1. Rick Scofield moved to approve a purchase agreement with K&J Electric to add the IT Rack to the generator at a cost not to exceed \$7,918.00 Charlie Todd supported, and the board unanimously approved.
2. Katie LaCommare moved to amend the Rights & Responsibilities of Users, changing “No Smoking” to “No Smoking, Vaping or Using Tobacco Products.” Charlie Todd supported, and the board unanimously approved.
3. Rick Scofield moved to approve a purchase agreement with Leppek Landscaping for 3 seasons of snow removal from Nov. 1, 2018-Oct. 31, 2021, at the rates quoted on September 3, 2018. Katie LaCommare supported, and the board unanimously approved.

### ***DISCUSSION***

4. Holly Ward Lamb presented information to the board regarding a new provider to administer the library’s Public Employee Deferred Compensation Program (457).
5. Holly Ward Lamb presented an update on the Zemper Legacy Project. The dedication of the sculpture is scheduled for November 4, 2018.
6. Trustee recruitment is a regular discussion item. Liesl Clark introduced herself and gave a brief summary of her qualifications. She is interested in serving on the library board.

### ***COMMENTS & CONCERNS OF BOARD MEMBERS***

Rick Scofield stated that he would not be present for the November meeting.

Rick Scofield moved to adjourn the meeting at 8:14pm. Charlie Todd supported, and the board unanimously approved.

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Kathleen Murray, Recording Secretary