

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

MINUTES OF JANUARY 8, 2019

President Lynne Bondy called the regular meeting of the Howell Carnegie District Library Board of Trustees to order at 7:03pm.

Present: Board Members: Lynne Bondy, Liesl Clark, Jill Hilla (telephonically), Katie LaCommare, Rick Scofield, and Maria Stuart. Library Director, Holly Ward Lamb, as well as IT staff, Ray Kopja and Jeremy Eden, were also present.

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

Rick Scofield moved to excuse the absence of Charlie Todd. Katie LaCommare supported, and the board unanimously approved.

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

There were no announcements or comments from the public.

President Lynne Bondy wished everyone a Happy New Year and shared how much she enjoyed the board holiday event. She also shared a thank you note from former board member Fred Woodhams.

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

There were no committee meetings in December 2018.

Each board member received a copy of Director Holly Ward Lamb's report electronically. Additionally, she reviewed the fundraising report with the board and discussed some upcoming personnel changes.

IN-SERVICE TRAINING TOPIC

1. IT staff members Ray Kopja and Jeremy Eden reviewed the newly redesigned website with the board. The new website will launch on January 9, 2019.

ACTION ITEMS

OLD BUSINESS:

None.

NEW BUSINESS:

2. The board welcomed new member, Liesl Clark, and Katie LaCommare agreed to act as her board sponsor.
3. Rick Scofield moved to approve the changes to the Rights and Responsibilities of Users policy. Katie LaCommare supported and the board unanimously approved.

DISCUSSION ITEMS

4. The board discussed the Drug Free Workplace Policy.
5. There was continuing discussion of the new Michigan minimum wage and paid medical leave act.
6. The board settled on the date of May 22 at 4:30pm for budget planning.
7. There was discussion of the format of the board retreat in May. Ultimately, the date of June 7 in the morning was selected for the retreat.

COMMENTS & CONCERNS OF BOARD MEMBERS

None.

Katie LaCommare moved to adjourn the meeting at 7:57pm. Rick Scofield supported, and the board unanimously approved.

Kathleen Murray, Recording Secretary