

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

MINUTES OF FEBRUARY 12, 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, Jill Hilla (telephonically), Katie LaCommare, Rick Scofield, Maria Stuart (telephonically) and Charlie Todd. Library Director, Holly Ward Lamb, was also present.

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

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

Rick Scofield moved to approve the consent agenda, including Item 1, Minutes from January 8, 2019; and Item 2, Bills and Payrolls. Charlie Todd supported, and the board unanimously approved.

There were no announcements or comments from the public.

President Lynne Bondy congratulated Rick Scofield on the renaming of City Park in honor of the Scofield family. Director Lamb reiterated information she had sent to the board concerning a Trustee Alliance Workshop at the Novi Library on Friday, April 5, 2019.

Each board member received a copy of the Treasurer's Report for January 2019 electronically. Treasurer 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.

Each board member received the unapproved minutes from the Policy Committee Meeting of January 15, 2019 electronically. The minutes are an action item later in the meeting.

Each board member received a copy of Director Holly Ward Lamb's report electronically. Additionally, she stated that last season's fundraising report is in the electronic packet provided to the board. She noted she will be doing some comparisons to previous years, but this year the library raised approximately \$13,350. Holly Lamb also stated that yesterday the City of Howell received its redevelopment ready certification. She will be meeting with the DDA Director, Cathleen Edgerly to discuss what this may mean for the library's vacant lot.

IN-SERVICE TRAINING TOPIC

There was no in-service training topic since Superintendent Erin MacGregor from Howell Public Schools failed to appear for the meeting.

ACTION ITEMS

OLD BUSINESS:

None.

NEW BUSINESS:

1. Rick Scofield moved to adopt Resolution 19-01 to update the library's pay structure to reflect an increase in the minimum wage which takes effect on March 29, 2019. Charlie Todd supported, and the board was polled. All board members approved.
2. Jill Hilla moved to approve the amendments to policies regarding Employee Status and Benefits Eligibility Definitions 2019; Purpose and Administration; and Recruitment of Staff; as recommended by the Policy Committee. Rick Scofield supported, and the board unanimously approved. The board agreed to table the policy concerning unlawful harassment. There will be further discussion and review of the current policy before changes are made.
3. Charlie Todd moved to approve the purchase of printers from MOS. Rick Scofield supported, and the board unanimously approved.
4. Katie LaCommare moved to approve the Use of Grounds Application from LACASA's CAP Council's annual pinwheel event on the library grounds (weather permitting) on Wednesday, April 3, 2019. Charlie Todd supported, and the board unanimously approved.

DISCUSSION

5. The board discussed steps to move forward with additional/refreshed landscaping on the library grounds.

COMMENTS & CONCERNS OF BOARD MEMBERS

Rick Scofield stated that he will not be present for the March board meeting.

Rick Scofield moved to adjourn the meeting at 7:38pm. Charlie Todd supported, and the board unanimously approved.

Kathleen Murray, Recording Secretary