President Lynne Bondy called the regular meeting of the Howell Carnegie District Library Board of Trustees to order at 7:07 pm.

Present: Board Members: Lynne Bondy, Liesl Clark, Jill Hilla, Katie LaCommare, Rick Scofield, Maria Stuart (telephonically), and Charlie Todd. Library Director, Holly Ward Lamb, was also present.

Rick Scofield move to approve the agenda as presented. Charlie Todd supported and the board unanimously approved.

Charlie Todd moved to approve the consent agenda, including Item 1, Minutes from April 9, 2019; and Item 2, Bills and Payrolls. Jill Hilla supported, and the board unanimously approved.

There were no announcements or comments from the public.

President Lynne Bondy wished Rick Scofield a happy birthday and reminded the board about the dedication of Scofield Park on Sunday, May 19.

Each board member received a copy of the Treasurer’s Report for April 2019 electronically. Treasurer 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 April 2019.

Each board member received a copy of Director Holly Ward Lamb’s report electronically. She had nothing additional to add.

**ACTION ITEMS**

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

1. Rick Scofield moved to adopt Resolution 19-04 establishing the Howell Carnegie District Library Kathleen Zaenger Public Service Scholarship. Charlie Todd supported, and the board was polled. All board members approved.
2. Jill Hilla moved to approve Ciera Anne Richardson as the 2019 recipient of the Howell Carnegie District Library Kathleen Zaenger Public Service Scholarship. Liesl Clark supported, and all board members approved.

3. Charlie Todd moved to approve the Use of Grounds Application from Howell Area Parks and Recreation to use the library lot Thursday, August 15 through Sunday, August 18 and part of the library front lawn Friday, August 16 through Sunday, August 18 for Melon Festival 2019 activities. Katie LaCommare supported and all board members approved.

4. Jill Hilla moved to approve the Use of Grounds Application from the Howell Rotary Club to use part of the library front lawn to sell Melon Ice Cream Friday, August 16 through Sunday, August 18 during Melon Festival 2019, as an additional opportunity for the library to create community connections and support youth related activities. Katie LaCommare supported and all board members approved.

5. Charlie Todd moved to approve the Use of Grounds application from Howell Area Parks and Recreation to use the library lot on June 6, 2019 for its last day of school celebration. Rick Scofield supported and all board members approved.

6. Charlie Todd moved to approve a purchase agreement with United Mill & Cabinets and supporting design fees in the amount of $13,750 for circulation desk modification. Liesl Clark supported and all board members approved.

7. Katie LaCommare moved to approve a purchase agreement with HiTech Safe & Lock not to exceed $6,500.00 for replacement doors. Rick Scofield supported, and all board members approved.

**DISCUSSION ITEMS**

8. Holly Ward Lamb presented proposals received from Randy Metz, landscape architect for landscaping projects and a potential donor garden around the fountain.

9. Director Lamb will send a Google form for the board self-assessment to the board and have a tally to report next month.

10. Liesl Clark will be unable to continue as a board member and her term will end June 30, 2019. Rick Scofield will be reappointed by the Howell School Board and continue his service for another four years. There are three individuals we want to approach about potentially serving on the board.
11. The board discussed its evaluation of Director Holly Ward Lamb.

**IN-SERVICE TRAINING TOPIC**

The budget work session is May 21 at 4:30 pm. The board and administrators retreat is scheduled for the morning of June 7, 2019.

**COMMENTS & CONCERNS OF BOARD MEMBERS**

Kathleen Murray shared information on our upcoming program “Sister Pie Author Talk and Pie Tasting” on Saturday, May 18 from 6-8 pm.

Rick Scofield moved to adjourn the meeting at 8:30 pm. Jill Hilla supported and the board unanimously approved.

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Kathleen Murray, Recording Secretary