President Lynne Bondy called the Public Hearing for Proposed Budget 2019-2010 to order at 6:45 pm. Rick Scofield moved to close the public hearing at 7:00 pm. Liesl Clark supported and the board unanimously approved.

President Lynne Bondy called the regular meeting of the Howell Carnegie District Library Board of Trustees to order at 7:00 pm.

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

Members Present: Lynne Bondy, Liesl Clark, Katie LaCommare, Rick Scofield and Maria Stuart. Library Director, Holly Ward Lamb, as well as Kathryn Tuck, were also present.

Absent: Jill Hilla and Charlie Todd

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

Rick Scofield moved to approve the consent agenda, including Item 1, Minutes from May 14, 2019 and May 22, 2019; and Item 2, Bills and Payrolls. Katie LaCommare supported, and the board unanimously approved.

There were no announcements or comments from the public.

President Lynne Bondy welcomed newly appointed board member Kathryn Tuck.

Each board member received the Treasurer’s Report for May 2019 electronically. Treasurer Scofield briefly reviewed the report. He noted the library is in a solid financial position. Katie LaCommare moved to accept the report as presented. Maria Stuart supported, and the board unanimously approved.

Each board member received a recommendation report by the Nominating Committee electronically dated June 2019.

Director Holly Ward Lamb’s report was provided electronically to each board member. Additionally, she stated we received nice letter from Representative Hank Vaupel congratulating us on the grant we received for the Howell Public
Schools book bus, as well as a nice thank you from the recipient of this year’s scholarship. Holly also noted that landscape architect Randy Metz will be visiting during the August board meeting to review the plans for the grounds. Holly invited board members to submit suggestions for the “Staff Choice” shelf in the library.

**ACTION ITEMS**

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

1. Maria Stuart moved to approve Resolution 19-05 to amend the budget for fiscal year 2018-2019. Liesl Clark supported, and the board was polled. All board members approved.

2. Katie LaCommare moved to approve Resolution 19-06 to authorize transfer of funds from one fund to another fund to balance all funds in the budget. Maria Stuart supported, and the board was polled. All board members approved.

3. Katie LaCommare moved to approve Resolution 19-07 to authorize transfer of funds from reserve to revenue. Maria Stuart supported, and the board was polled. All board members approved.

4. Rick Scofield moved to approve Resolution 19-08 to adopt a budget for fiscal year 2019-2020. Liesl Clark supported, and the board was polled. All board members approved.

5. Katie LaCommare moved to approve Resolution 19-09 to authorize a wage adjustment for library staff. Maria Stuart supported, and the board was polled. All board members approved.

6. Rick Scofield moved to approve Resolution 19-10 to honor the service of Liesl Clark. Katie LaCommare supported, and the board was polled. All board members approved.

7. Katie LaCommare moved to elect Lynne Bondy President and Charlie Todd Vice President of the Library Board of Trustees FY 2019-2020. Rick Scofield supported, and the board unanimously approved.

8. Liesl Clark moved to approve Katie LaCommare Secretary and Rick Scofield Treasurer of the Library Board of Trustees FY 2019-2020. Maria Stuart supported and the board unanimously approved.
**DISCUSSION**

9. The board had previously reviewed the evaluation they completed on their performance as a board at the recent retreat.

10. The board discussed the recent Board & Administrator retreat and its position concerning the future of the Howell Area Archives. They reviewed previously agreed on focus areas and the corresponding plans of work. President Bondy requested Holly Lamb to add a review of this document as a standard topic at future board meetings.

11. There was discussion and review of the evaluation of the Library Director. President Bondy and Holly Ward Lamb met to review her evaluation last week. Lynne Bondy reiterated with Holly that next year the board would like to explore a 360-degree approach to the review, since some board members are still not comfortable with assessing the director as it relates to staff interaction. By documenting some of the director’s interactions with staff (staff development day and performance reviews) it may give board members the ability to make a rating, and allow them to be more judicious in their review.

12. Trustee recruitment is an ongoing discussion item. Kathryn Tuck was newly appointed to the board for a four-year term beginning July 1, 2019 by the City Council. Rick Scofield was reappointed for an additional four-year term beginning July 1, 2019 by the Howell School Board.

**IN-SERVICE TRAINING TOPIC**


**COMMENTS & CONCERNS OF BOARD MEMBERS**

None.

Rick Scofield moved to adjourn the meeting at 8:05 pm. Liesl Clark supported, and the board unanimously approved.

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Kathleen Murray, Recording Secretary