President Lynne Bondy called the regular meeting of the Howell Carnegie District Library Board of Trustees to order at 6:58 pm.

Charlie Todd moved to amend the agenda to include item 10.5, Use of Grounds Application by the Howell Rotary Club. Jill Hilla supported and the board unanimously approved. Jill Hilla moved to approve the agenda as amended. Charlie Todd supported and the board unanimously approved.

Members Present: Lynne Bondy, Jill Hilla, Katie LaCommare, Maria Stuart, Charlie Todd and Kathryn Tuck. Library Director, Holly Ward Lamb, was also present.

Absent: Rick Scofield

Jill Hilla moved to excuse the absence of Rick Scofield. Katie LaCommare supported and the board unanimously approved.

Charlie Todd moved to approve the consent agenda, including Item 1, Minutes of June 11, 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 noted that it was great to see everyone at 2Fogs Pub before the meeting to welcome Kathryn Tuck as our newest board member.

Each board member received the Treasurer’s Report for June 2019 electronically. Katie LaCommare moved to accept the report as presented. Charlie Todd supported and the board unanimously approved.

There were no committee meetings during June 2019.

Director Holly Ward Lamb’s report was provided electronically to each board member. Additionally, she advised that we have two staff members that recently added new grandbabies to their families. Geralyn Battle’s daughter welcomed son Liam Asher on Friday, July 5, and Laura Grabijas’ daughter had a little girl on Sunday, July 7. Holly also advised that she amended the section of her goal tracking document to include information related to the strategic plan.

**ACTION ITEMS**
OLD BUSINESS:

None.

NEW BUSINESS:

1. Jill Hilla volunteered and was appointed board sponsor for new trustee Kathryn Tuck.

2. Jill Hilla moved to adopt Resolution 19-11 to authorize bank signatures. Charlie Todd supported and the board was polled. All board members approved.

3. Charlie Todd moved to adopt Resolution 19-12 to authorize Library Investment of Funds. Jill Hilla supported and the board was polled. All board members approved.

4. Jill Hilla moved to adopt Resolution 19-13 to authorize transfer of funds to the Sick/Vacation Reserve. Kathryn Tuck supported and the board was polled. All board members approved.

5. Charlie Todd moved to adopt Resolution 19-14 to authorize benefits for Emeritus Library Trustees. Jill Hilla supported and the board was polled. All board members approved.

6. All board members signed the annual board commitment to excellence.

7. Katie LaCommare moved to accept the Board Meeting Topics Calendar for 2019-20. Charlie Todd supported and the board unanimously approved.


9. Charlie Todd moved to accept the proposal from AnyNetwork.Com for the security cameras and a projector not to exceed $10,334.00. Jill Hilla supported, and the board unanimously approved.

10. Jill Hilla moved to accept the proposal from Mattioli Cement in the amount of $36,417.00 for replacement of the front steps and ramp and sidewalk repairs. Charlie Todd supported, and the board unanimously approved.
10.5. Charlie Todd moved to approve the Use of Library Grounds submitted by the Rotary Club of Howell to add a table near its position on the library lawn selling melon ice cream during Melon Festival to share information on polio awareness. Jill Hilla supported and the board unanimously approved.

**DISCUSSION**

11. The board discussed potential training topics and set a schedule for 2019-20.

12. The board generated ideas and a timeframe for the next board and administrator’s retreat. Potentially the retreat will take place in May or June next year. The specific date for the retreat will be scheduled later this year.

13. The board reviewed and updated the board roster.

14. There was discussion about next fall’s Livingston County Trustees & Directors Meeting: dates, topics & location. A potential topic may be the county-wide initiative that is striving to get all third graders up to reading at grade level and how libraries fit into the strategy. Holly Lamb will contact Shawn LaRosa from LESA to inquire if she would be possibly interested in speaking at the meeting.

**IN-SERVICE TRAINING TOPIC**

15. Nothing scheduled.

**COMMENTS & CONCERNS OF BOARD MEMBERS**

Jill Hilla gave an update of the summer tutoring program she is running at the library this summer. There are two children from Voyager Elementary enrolled, as well as her 5-year-old grandson. There will be discussion and evaluation to consider whether or not to continue running this program in the future. Kathryn Tuck stated that it is her pleasure to be serving on the library board and initially she is hoping to learn and observe.

Charlie Todd moved to adjourn the meeting at 7:56 pm. Jill Hilla supported, and the board unanimously approved.

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Kathleen Murray, Recording Secretary