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

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

Members Present: Lynne Bondy, Jill Hilla, Katie LaCommare, Rick Scofield, Maria Stuart, Charlie Todd and Kathryn Tuck. Library Director, Holly Ward Lamb, was also present, as well as Landscape Architect, Randy Metz.

Absent: None

**IN-SERVICE TRAINING TOPIC**

Randy Metz of landscape architects Grissim Metz Andriese Associates, presented information and pricing concerning landscaping work on the library grounds. Mr. Metz described three separate projects for the library grounds: 1) a memorial garden around the fountain; 2) removing the existing pear trees and planting ornamental grass in the detention pond area, as well as a row of new trees on the north side of the grass; and 3) adding four new maple trees to the area in front of Grand River, as well as filling the gardens surrounding the front walkway with perennials (rather than annuals).

Rick Scofield moved to approve the consent agenda, including Item 1, Minutes from July 9, 2019, Item 2, Bills and Payrolls and Item 3, Certify Delegates to MERS. Jill Hilla supported, and the board unanimously approved.

There were no announcements or comments from the public.

President Lynne Bondy shared her daughter’s recent experience at a branch of the Chicago Public Library where they do not accept payment via credit or debit cards, but only accept cash. They also do not have an RFID system.

Each board member received the Treasurer’s Report for July 2019 electronically. Rick Scofield briefly discussed the report with the board. Charlie Todd moved to accept the report as presented. Maria Stuart supported and the board unanimously approved. With input from Rick Scofield, Holly Ward Lamb stated that she is investigating the possibility of changing banking institutions for the library.

There were no committee meetings during July 2019.
Director Holly Ward Lamb’s report was provided electronically to each board member. Additionally, she reminded the board of all the activities on the library lawn in connection with Melon Fest during the upcoming weekend. She also noted the library was named in a trust bequest for $1,000. She outlined details of a letter received a letter from the City of Howell proposing a brown field plan for two properties within the City of Howell that would affect our tax collection for those properties. This would involve using TIF funds to help finance the redevelopment of the properties. Lastly, she shared her recent experience of giving a tour of our building to individuals from the Ypsilanti Public Library. They are looking for better use of space and a potential addition to their building.

**ACTION ITEMS**

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

1. Jill Hilla moved to accept the proposal from Grissim Metz Andriese Associates for fees related to landscape design for $3,500. Rick Scofield supported, and the board unanimously approved. There was discussion of other grounds projects that were outside the scope of the proposal from Grissim Metz Andriese Associates, including removing or relocating various items that are currently on the library lawn.

2. Katie LaCommare moved to appoint the board committees and nominating committee for FY2019-20. Maria Stuart supported, and the board unanimously approved.

3. Charlie Todd moved to set the training topics for board meetings FY2019-20. Katie LaCommare supported, and the board unanimously approved.

4. Rick Scofield moved to approve Resolution 19-15 to authorize the operating millage for FY2019-20. Kathryn Tuck supported, and the board was polled. All board members approved.

5. Charlie Todd moved to approve the Use of Library Grounds request from Howell Area Chamber of Commerce to use the electrical outlets on the front lawn for their speaker system and the library lot for volunteer parking during the Fantasy of Lights Parade on Friday, November 29, 2019. Rick Scofield supported, and the board unanimously approved.

Charlie Todd moved to approve the Use of Grounds request from Howell Area Parks and Recreation Authority to use a portion of the library lawn
on Saturday, August 17 and Sunday, August 18 during Melon Festival for the Imagination Playground Blocks. Katie LaCommare supported, and the board unanimously approved.

**DISCUSSION**

6. The process for the Library Director’s Performance Appraisal was reviewed.

7. Director Lamb provided an update on developments concerning the library’s vacant property.

8. The board discussed location for its annual holiday dinner.

**COMMENTS & CONCERNS OF BOARD MEMBERS**

Charlie Todd questioned the status of outstanding fundraising to complete the Zemp sculpture project.

Katie LaCommare moved to adjourn the meeting at 8:45 pm. Rick Scofield supported, and the board unanimously approved.

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Kathleen Murray, Recording Secretary