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

Charlie Todd moved to approve the agenda as presented. Jill Hilla 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 Randy Ross of the Community Foundation for Southeastern Michigan.

Absent: None

**IN-SERVICE TRAINING TOPIC**

Randy Ross of the Community Foundation for Southeastern Michigan presented information on the foundation and its potential for the library’s endowment fund.

Jill Hilla moved to approve the consent agenda, including Item 1, Minutes from August 13, 2019, and Item 2, Bills and Payrolls. Charlie Todd supported, and the board unanimously approved.

There were no announcements or comments from the public. Charlie Todd noted how impressed he is by how the individual interests and talents of each trustee continuously assist the board.

President Lynne Bondy shared a thank you note from the family of Bob Watson for a memorial contribution made in his honor. She also reminded the board of the upcoming MLA Conference October 16-18 in Novi. She urged the board members to carefully review the agenda and let library staff know if they wish to attend by Monday, September 16.

Each board member received the Treasurer’s Report for August 2019 electronically. Treasurer Rick Scofield very briefly discussed the report with the board, and noted “things are moving along okay.” Jill Hilla moved to accept the report as presented. Katie LaCommare supported, and the board unanimously approved.

There were no committee meetings during August 2019.
Director Holly Ward Lamb’s report was provided electronically to each board member. Additionally, she wrapped up Melon Fest and noted that it was “cool” to see everything that was happening on the library lawn, including the sale of melon ice cream. A representative from the Census Bureau will be here with a table for four evenings with general information about the upcoming 2020 census. He will also be looking for census workers. It will be the first time it is 100 percent online, which means that libraries will play a key role for individuals without computers. September is “Preparedness Month” and we have a display table in Circulation with information on disaster preparedness.

**ACTION ITEMS**

**OLD BUSINESS:**
None.

**NEW BUSINESS:**

1. Holly Ward Lamb provided a summary of a meeting on August 20 with representatives from Redevelopment Services Community Development; Michigan Economic Development Corporation; City of Howell; DDA; Joe Parker; and Rick Scofield concerning the future of the library’s vacant property. Charlie Todd moved to accept the following for negotiation purposes and participation in the Redevelopment Ready Site process with the Michigan Economic Development Corporation for the sale of the library property at the northeast corner of Center and Clinton Streets, parcel numbers 17-36-102-052 and 17-36-102-053 for a price of $560,000.00, provided that the Howell Carnegie District Library receive a guarantee acceptable to the library board of trustees of 25 designated library parking spots that are in addition to the street parking that already surrounds the library on Grand River, Clinton, Chestnut and Center Streets. Katie LaCommare supported, and the board unanimously approved.

2. Jill Hilla moved to approve use of the library’s vacant lot by Springline Excavating during the Grand River water main project. Charlie Todd supported, and the board unanimously approved.

**DISCUSSION**

3. The board discussed the presentation by Randy Ross of the Community Foundation for Southeastern Michigan and the library’s Endowment Fund. The Finance Committee will meet for further discussion of this option.
4. Holly Ward Lamb provided an update of the recently received Improving Access to Information (IAI) Grant and the Archives project. She and Brandi Tambasco recently attended the grant administrator training.

5. Holly Ward Lamb provided an update of the Strategic Plan, specifically the “plan of work” items. She is currently designing a way to track partnerships as part of the plan of work. She and Laura Grabijas attending a Research Institute for Public Libraries workshop. She believes what they learned will be valuable in surveying our users. Installation of the new security cameras is complete, and we will move forward with implementing their use, as well as the pickup lockers in the rear of the building. There will be no need for a new policy created concerning the cameras since everything seems to fall under the Library Privacy Act. We are moving forward with new landscaping.

6. Holly Ward Lamb noted that Cromaine Library will host the Livingston County Trustees and Directors Meeting on Thursday, October 24 from 6:30-8:00pm Guest speaker will be Sean LaRosa from LESA.

7. Holly Ward Lamb provided details of the board holiday celebration to take place at Chemung Hills on December 10 at 7:00pm. The December board meeting will start at 5:30pm in the Colbert Room of the library.

**COMMENTS & CONCERNS OF BOARD MEMBERS**

Jill Hilla thanked Rick Scofield for using his connections to arrange the presentation by the Community Foundation for Southeastern Michigan for the board.

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

Kathleen Murray, Recording Secretary