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. Jill Hilla supported, and the board unanimously approved.

Members present: Lynne Bondy, Jill Hilla, Katie LaCommare (arrived at approximately 7:16 pm), Maria Stuart (telephonically) Charlie Todd, and Kathryn Tuck. Library Director, Holly Ward Lamb, and Accountant Greg Clum were also present.

Absent: Rick Scofield

Jill Hilla moved to excuse the absence of Rick Scofield. Kathryn Tuck supported, and the board unanimously approved.

Charlie Todd moved to approve the consent agenda, including Item A, Minutes from October 8, 2019; and Item B, Bills and Payrolls. Jill Hilla supported, and the board unanimously approved.

There were no announcements or comments from the public.

President Lynne Bondy had nothing to report.

Each board member received the Treasurer’s Report for October 2019 electronically. Holly Ward Lamb stated there was nothing unusual in the report itself, but did note that the library has begun to move funds to First National Bank, and to move the Endowment Fund to the Community Foundation of Southeast Michigan. Jill Hilla moved to accept the report as presented. Charlie Todd supported, and the board unanimously approved.

There were no committee reports during October.

Each board member received a copy of Director Holly Ward Lamb’s report electronically. Additionally she stated that since we will be removing the large spruce tree from the library property, we requested the City light the trees in the area between the street and the sidewalk as they do with other members of the Central Business District. The City/DDA declined for a variety of reasons, and we have made plans to light the building at our own cost.
ACTION ITEMS

OLD BUSINESS:
None.

NEW BUSINESS:
1. Accountant Greg Clum reviewed the Financial Audit for 2018-19 Fiscal Year with the board. Charlie Todd moved to accept the audit report as presented. Katie LaCommare supported, and the board unanimously approved.

2. Charlie Todd moved to approve Resolution 19-19 moving $200,000 from the Norman Terry Trust to the HCDL Endowment at the Community Foundation of Southeast Michigan. Kathryn Tuck supported, and the board was polled. All board members approved.

3. Katie LaCommare moved to approve a purchase agreement with Dell for $20,475 for new staff computers. Charlie Todd supported and the board unanimously approved.

4. Jill Hilla moved to approve the library closing dates for 2020. Katie LaCommare supported, and the board unanimously approved.

DISCUSSION

5. Holly Ward Lamb led a discussion about the fine free trend in libraries across the country.

6. Holly Ward Lamb provided an overview of the purchasing world of libraries with respect to eBook/eAudiobook sales.

7. Holly Ward Lamb provided additional information to follow-up on last month’s discussion on the impact that the increases in the Michigan minimum wage will have on the current pay structure.

8. Holly Ward Lamb provided a brief wrap-up of the Livingston County Trustees & Directors Dinner hosted by Cromaine Library.

9. Holly Ward Lamb provided an update with timeline for the Kathleen Zaenger Public Service Scholarship to the board. There was discussion about more precise directions on the application.

10. Holly Ward Lamb provided an update and showed a sample of the 2019 Annual Appeal (card) to the board. The appeal will be mailed from the Howell Post Office on November 18, 2019.
11. There was brief discussion and the board was reminded about next month’s Trustee Holiday Celebration.

**IN-SERVICE TRAINING TOPIC**

Holly Ward Lamb will email an MLA conference report to the board.

**COMMENTS & CONCERNS OF BOARD MEMBERS**

Charlie Todd advised the board about the passing of his mother-in-law, Arlene Schmid, and the fact that she was a great fan of libraries, reading, and helping kids learn how to read.

Charlie Todd moved to adjourn the meeting at 9:05 pm. Jill Hilla supported, and the board unanimously approved.

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Kathleen Murray, Recording Secretary