Under Executive Order 2020-154 “Alternative means to conduct government business during the COVID-19 pandemic” this meeting was virtual.

President Kathryn Tuck called the regular meeting of the Howell Carnegie District Library to order at 7:01pm.

Members present: Lynne Bondy (attending virtually from Genoa Township, MI), Bob Ellis (attending virtually from City of Howell, MI), Susan Pominville (attending virtually from Howell Township, MI), Maria Stuart (attending virtually from City of Howell, MI), and Kathryn Tuck (attending virtually from City of Howell, MI). Library Director, Holly Ward Lamb (attending virtually from City of Howell, MI) was also present, as well as Head of Youth Services, Janice Heilman (attending virtually from Marion Township, MI).

Absent: Rick Scofield and Charlie Todd

Lynne Bondy moved to approve the agenda as presented. Maria Stuart supported, and the board unanimously approved.

Lynne Bondy moved to excuse the absences of Rick Scofield and Charlie Todd. Bob Ellis supported and the board unanimously approved.

IN-SERVICE TRAINING TOPIC

1. Head of Youth Services, Janice Heilman, provided the latest updates in the Youth Services Department, and shared some “pandemic successes.” Janice Heilman exited the meeting at 7:17pm.

Lynne Bondy moved to approve the consent agenda, including Item A, Minutes of February 9, 2021, and Item B, Bills and Payrolls, as presented. Bob Ellis supported, and the board unanimously approved.

There were no announcements or comments from the public.

President Kathryn Tuck had nothing to report.

Each board member received the Treasurer’s report for February 2021. Director Holly Ward Lamb briefly explained the report to the board. Bob Ellis moved to accept the report as presented. Susan Pominville supported, and the board unanimously approved.
There were no committee meetings during the month of February.

Each board member received a copy of Director Holly Ward Lamb’s report electronically. She had nothing to add to her submitted report.

**ACTION ITEMS**

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

2. Lynne Bondy moved to adopt the COVID-19 Vaccine Plan, with changes as discussed at this meeting. Bob Ellis supported, and the board unanimously approved.

**DISCUSSION**

3. Holly Ward Lamb shared an update of the library with the board. She noted that length of public visits to the library would be increased from 30 minutes to one hour, in accordance with the latest emergency order. She also stated we would slowly begin to return public seating, while continuing to maintain a six feet distance between people. She summarized two different bills introduced in the Michigan House that will effect libraries if passed. Both concern rules for continuing to meet virtually. Another option that would allow the library board to continue to meet virtually past March 31 is if the City of Howell declares a local emergency.

4. Holly Ward Lamb provided the latest information available concerning the sale of the library’s vacant property, as well as the adjoining property owned by local businessperson Joe Parker.

5. Holly Ward Lamb provided an update of the Celebration of Life Memorial Garden currently planned for the library grounds.

6. Holly Ward Lamb reminded the board that applications for the Kathleen Zaenger Public Service Scholarship are due March 26, 2021, and that the library should receive completed applications the following week. The name of the selected recipient is due by April 30, 2021.

7. Holly Ward Lamb reviewed the process for appraisal of the library director with the board.
8. The Nominating and Recruiting Committee (Kathryn Tuck, Maria Stuart, and Susan Pominville) will select a date to meet via email.

**COMMENTS & CONCERNS OF BOARD MEMBERS**

None.

Bob Ellis moved to adjourn the meeting at 8:00pm. Maria Stuart supported, and all board members approved.

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Kathleen Murray, Recording Secretary