

**HOWELL CARNEGIE DISTRICT LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
**August 9, 2022**

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

Members present: Bob Ellis, Lyn Hewitt, Tony Kandt, Maria Stuart, and Kathryn Tuck. Director Holly Ward Lamb was also present.

Members absent: Susan Pominville and Rick Scofield

Maria Stuart moved to approve the absence of Susan Pominville and Rick Scofield. Lyn Hewitt supported, and a quorum of the board unanimously approved.

Bob Ellis moved to approve the agenda as presented. Lyn Hewitt supported, and a quorum of the board unanimously approved.

Bob Ellis moved to approve the consent agenda as presented, including Item A, Minutes of July 12, 2022, Item B, Bills and Payrolls, and Item C, MERS Delegates. Maria Stuart supported, and a quorum of the board unanimously approved.

There were no announcements or comments from the public.

President Kathryn Tuck reported a positive interaction with staff on a recent visit to the library. She reminded the trustees to complete a recent MLA survey concerning if they are interested.

Each board member received the Treasurer's Report for July 2022 electronically. Treasurer Bob Ellis briefly explained the report to the board and noted that everything looks in order. Maria Stuart moved to accept the report as presented. Lyn Hewitt supported, and a quorum of the board unanimously approved.

Since the last board meeting, the policy committee reviewed one policy via email: Notary Public Policy. The committee recommends board approval of said policy.

Director Holly Ward Lamb had nothing to add to her written report.

***ACTION ITEMS***

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

1. Bob Ellis moved to appoint the board committees and the nominating committee chair for fiscal year 2022-2023. Lyn Hewitt supported, and a quorum of the board unanimously approved.
2. Bob Ellis moved to approve the training topics calendar for fiscal year 2022-2023. Maria Stuart supported, and a quorum of the board unanimously approved.
3. Maria Stuart moved to adopt Resolution 22-12 to authorize the operating millage for 2022 at 1.0264 mills. Lyn Hewitt supported, and the board was polled. All board members approved.
4. Bob Ellis moved to approve the purchase agreement with K&J Electric for \$11,855. Lyn Hewitt supported, and a quorum of the board unanimously approved.
5. Lyn Hewitt moved to adopt the Notary Public Policy. Maria Stuart supported, and a quorum of the board unanimously approved.

***DISCUSSION***

6. Holly Ward Lamb apprised the board of the City's new directive concerning parking enforcement around the library.
7. There was discussion about the impact on the library if the minimum wage is raised to \$12/hour and paid medical leave is required.
8. The board briefly reviewed the process for the performance appraisal of the library director.
9. There was board discussion concerning a holiday celebration in December of 2022.
10. The Pinckney Community Library has offered to host this year's Livingston County Trustees and Directors Meeting. Suggestions for topics from other directors include DEI, material challenges, and duties related to the Library Bill of Rights and the Freedom to Read.
11. There was an annual review of the Conflict of Interest Policy.

***IN-SERVICE TRAINING TOPIC***

None.

**COMMENTS & CONCERNS OF BOARD MEMBERS**

Kathryn Tuck questioned the director concerning a hold harmless clause for individuals participating in the Melon Fest parade. Maria Stuart expressed her delight in the library's new garden area and briefly discussed recent election results.

Bob Ellis moved to adjourn the meeting at 8:15 pm. Tony Kandt supported, and the board unanimously approved.

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Kathleen Murray, Recording Secretary