

HOWELL CARNEGIE DISTRICT LIBRARY
Board of Trustees Meeting
February 14, 2023

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

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

Members present: Bob Ellis, Lyn Hewitt (arrived at 7:09 pm), Tony Kandt, Susan Pominville, Rick Scofield, Maria Stuart, and Kathryn Tuck. Library Director Holly Ward Lamb, City of Howell Manager Erv Suida, and DDA Director Kate Litwin were also present, plus Nicholas Hertrich, a member of the public.

Members absent: None.

IN-SERVICE TRAINING TOPIC

1. City Manager of Howell, Erv Suida, and DDA Director Kate Litwin presented a conceptual plan that included the library's vacant lot. Erv Suida, Kate Litwin, and Nicholas Hertrich departed the meeting at 7:47 pm.

Bob Ellis moved to approve the consent agenda as presented, including Item A, Minutes of January 10, 2023, and Item B, Bills and Payrolls. Rick Scofield supported, and a quorum of the board unanimously approved.

Nicholas Hertrich said he is excited about the conceptual project presented by the City and DDA representatives and spoke in support of it.

President Kathryn Tuck reported she has enjoyed participating in the library's Winter Challenge. She advised the other trustees that the Library of Michigan is presenting various options for trustee training that may interest them. She also congratulated Susan Pominville on a recent community award.

Each board member received the Treasurer's Report for January 2023 electronically. Treasurer Bob Ellis briefly explained the report to the board. Bob Ellis moved to accept the report as presented. Rick Scofield supported, and a quorum of the board unanimously approved.

The policy committee met via email in January, and three separate library policies were updated. They will require board approval later in the meeting.

Director Holly Lamb had nothing to add to her previously shared written report.

ACTION ITEMS

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

2. Bob Ellis moved to adopt the Circulation Policy as updated by the policy committee. Maria Stuart supported, and a quorum of the board unanimously approved.
3. Susan Pominville moved to adopt the Progressive Discipline Policy as updated by the policy committee. Maria Stuart supported, and a quorum of the board unanimously approved.
4. Bob Ellis moved to adopt the Notary Policy as updated by the policy committee. Lyn Hewitt supported, and a quorum of the board unanimously approved.
5. Rick Scofield moved to approve the application for use of library grounds submitted by LACASA for their annual "Pinwheels for Prevention" event. Bob Ellis supported, and a quorum of the board unanimously approved.
6. Susan Pominville moved to approve the change from \$1.00 to \$.50 for the cost of a color copy for patrons. Maria Stuart supported, and a quorum of the board unanimously approved.

DISCUSSION ITEMS

7. Holly Ward Lamb gently reminded the trustees that their charge is to protect and serve the interests of library patrons. The board reviewed and discussed the conceptual plan that included the library's vacant lot presented by the City of Howell and DDA.

COMMENTS & CONCERNS OF BOARD MEMBERS

Tony Kandt acknowledged the assistance he received from library staff to access his Gmail account.

Rick Scofield moved to adjourn the meeting at 9:02 pm. Tony Kandt supported, and the board unanimously approved.

Kathleen Murray, Recording Secretary