

**HOWELL CARNEGIE DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
JUNE 13, 2023**

President Kathryn Tuck called the Public Hearing for Proposed Budget 2023-2024 to order at 6:45 pm. Bob Ellis moved to close the public hearing at 7:00 pm. Susan Pominville supported, and a quorum of the board unanimously approved.

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

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

Members present: Bob Ellis, Tony Kandt, Susan Pominville, Maria Stuart, and Kathryn Tuck. Director Holly Ward Lamb was also present. Additionally, one community member was present.

Members absent: Lyn Hewitt and Rick Scofield (deceased). Susan Pominville moved to excuse the absence of Lyn Hewitt. Bob Ellis supported, and a quorum of the board unanimously approved.

Bob Ellis moved to approve the consent agenda as presented, including Item A, Minutes of May 9, 2023, and Budget Work Session of May 23, 2023; Item B, Bills and Payrolls; and Item C, Annual Resolutions: Resolution 23-02 to authorize transfer of funds from one fund to another, Resolution 23-03 to authorize transfer of funds from reserve to revenue, Resolution 23-05 to adopt a budget for fiscal year 2023-2024, and Resolution 23-06 to authorize a wage adjustment for library staff. Maria Stuart supported, and the board was polled. All board members approved.

ANNOUNCEMENTS AND COMMENTS FROM THE PUBLIC

None.

President Kathryn Tuck reported that her son is participating in the Summer Reading Challenge. She also noted that it is good to see the library out and about at various community events.

Each board member received the Treasurer's Report for May 2023 electronically. Treasurer Bob Ellis briefly reviewed the report with the board. Bob Ellis moved to accept the report as presented. Tony Kandt supported, and a quorum of the board unanimously approved.

There were no committee meetings/reports during May.

In addition to her written report, Director Holly Ward Lamb advised that Jennifer Earl has been appointed as a library trustee by the Howell School board, effective July 1, 2023. She noted that penal fines collected in May totaled \$32,669. The amount of penal fines year to date is \$364,935, which is down four percent from last year. Based on the percentage of the total received last year, she is anticipating we will receive approximately \$106,000.

ACTION ITEMS

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

1. Bob Ellis moved to approve Resolution 23-04, honoring the service of Rick Scofield, as amended at this meeting. Maria Stuart supported and the board was polled. All board members approved.
2. Bob Ellis moved to elect Kathryn Tuck as Board President and Lyn Hewitt as Board Vice President for the 2023-2024 fiscal year. Maria supported, and a quorum of the board unanimously approved.
3. Tony Kandt moved to appoint Susan Pominville as Board Secretary and Bob Ellis as Board Treasurer for the 2023-2024 fiscal year. Maria Stuart supported, and a quorum of the board unanimously approved.
4. Bob Ellis moved to update the Whistleblower Policy as recommended by the policy committee. Susan Pominville supported, and a quorum of the board unanimously approved.

DISCUSSION

5. Holly Ward Lamb thanked the board for her favorable performance appraisal and reminded the board of a working document she uses to track her goals over the year.
6. The board discussed the trustee assessment completed by each board member and the possibility of changing the rating scale. Director Lamb will put a revised evaluation on the meeting agenda for next April.

7. Director Lamb outlined and reviewed with the board recent changes to the annual Board Commitment to Excellence.

IN-SERVICE TRAINING TOPIC

Nothing scheduled.

COMMENTS & CONCERNS OF BOARD MEMBERS

Kathryn Tuck thanked everyone that attended the visitation and memorial service for Rick Scofield.

Susan Pominville moved to adjourn the meeting at 7:53 pm. Bob Ellis supported, and a quorum of the board unanimously approved.

Kathleen Murray, Recording Secretary