

HOWELL CARNEGIE DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
Minutes of March 12, 2024

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

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

Members present: Jennifer Earl, Bob Ellis, Lyn Hewitt, Tony Kandt, Susan Pominville, Maria Stuart, and Kathryn Tuck. Library Director Holly Ward Lamb and Howell Public Schools Superintendent Erin MacGregor were also present. Three members of the public were in attendance.

Members absent: None

IN-SERVICE TRAINING

Superintendent Erin MacGregor provided an update on Howell Public Schools.

Bob Ellis moved to approve the consent agenda as presented, including Item A, Minutes of February 13, 2024, and Item B, Bills and Payrolls. Susan Pominville supported, and a quorum of the board unanimously approved.

There were no announcements or comments from the public.

President Kathryn Tuck reported much library support when she attended an event with “Explore Brighton/Howell Area.”

The treasurer’s report was included in the board packet. Treasurer Bob Ellis briefly reviewed the report with the board. Susan Pominville moved to accept the treasurer’s report as presented. Lyn Hewitt supported, and a quorum of the board unanimously approved.

There were no committee meetings in February.

In addition to her written report, **Director Holly Ward Lamb** advised that she has communicated with the library’s real estate attorney, Scott Hogan, to address questions about the angled parking currently in place on Chestnut Street. Bob Ellis stated that based on his conversation with City Manager Erv Suida, “the library put these spots in the public right of way, but they are responsible for maintenance.” Attorney Hogan has been in contact with City

Attorney Dennis Perkins, and they have gone back and forth concerning the area's maintenance responsibility. Mr. Hogan wrote, "It does sound like it is in the right of way; the city would be in charge of maintaining the street, but that is not what is happening here." He also raised questions about governmental immunity concerning liability. Holly Lamb stated that her next inquiry would be with the library's insurance company to determine liability coverage. She reiterated that her goal was to eventually have something in writing that stated that the parking spots were established in the right of way.

Holly Lamb stated that the library received its Notice of Assessment and Property Evaluation for its vacant property. She noted two changes. First is how the library's vacant library is classified: previously as "commercial improved" and now as "commercial vacant." This reclassification has resulted in the property becoming taxable rather than exempt from taxes. Bob Ellis stated that the city assessor has a mandate that any exempt properties be reevaluated every five years. For a property to be exempt, it is not sufficient that it is owned by a public or nonprofit but must be used for the public. Bob Ellis also stated the taxable value is consistent with the recent property appraisal.

ACTION ITEMS

OLD BUSINESS: None

NEW BUSINESS:

1. Bob Ellis moved to approve the updated Collection Development Policy. Jennifer Earl supported, and a quorum of the board unanimously approved.
2. Susan Pominville moved to approve the updated Computer and Internet Policy. Maria Stuart supported, and a quorum of the board unanimously approved.

DISCUSSION

3. Director Holly Ward Lamb explained the upcoming director's annual appraisal process.
4. The Nominating and Recruiting Committee (consisting of Susan Pominville, Maria Stuart, and Kathryn Tuck) agreed to Thursday, April 11, at 11:30 am for its next meeting.

COMMENTS & CONCERNS OF BOARD MEMBERS

Bob Ellis followed up with his request to record library board meetings. Director Lamb stated she would again pose the question to the library's attorneys since they did not respond to her first inquiry. She advised that her target for getting the board packet in its entirety on the library's website is May. Maria Stuart wondered about the next steps for the library's vacant property, and Director Lamb noted the lot is part of a bigger strategic plan and should be considered in that context. Bob Ellis stated that it is "unlikely" the city would approve a private parking lot on the

site. There was discussion concerning our “external relationships.” Holly Ward Lamb advised that she is working on an RFP to hire someone to guide our next strategic plan.

Susan Pominville moved to adjourn the meeting at 8:00 pm. Bob Ellis supported, and a quorum of the board unanimously approved.

Kathleen Murray, Recording Secretary