

HOWELL CARNEGIE DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
Minutes of April 9, 2024

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

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

Members present: Jennifer Earl, Lyn Hewitt, Tony Kandt, Susan Pominville, and Kathryn Tuck. Library Director Holly Ward Lamb and IT Manager Jeremy Eden were also present. One member of the public was in attendance.

Members absent: Bob Ellis and Maria Stuart

Susan Pominville moved to approve Bob Ellis's and Maria Stuart's absence. Lyn Hewitt supported, and a quorum of the board unanimously approved.

IN-SERVICE TRAINING

Jeremy Eden, the library's IT manager, provided an update on the archives.

Lyn Hewitt moved to approve the consent agenda as presented. Jennifer Earl supported, and a quorum of the board unanimously approved.

There were no announcements for comments from the public.

President Kathryn Tuck reported she would be participating in Legislative Day at the capitol in Lansing next week.

The treasurer's report was included in the board packet. In the absence of Treasurer Bob Ellis, Director Lamb briefly reviewed the report with the board. Susan Pominville moved to accept the treasurer's report as presented. Tony Kandt supported, and a quorum of the board unanimously approved.

There were no committee meetings in March.

In addition to her written report, **Director Holly Ward Lamb** shared that we are encouraging our patrons to complete a 13-question survey as part of her

post-pandemic public library group. The University of Michigan formulated the survey, and it can be accessed through a QR code, printed copies in the building, or on our Facebook page. Results will be available in the fall.

ACTION ITEMS

OLD BUSINESS:

None.

NEW BUSINESS:

1. Lyn Hewitt moved to approve the Use of Library Grounds Application from Livingston County Community Mental Health for May 23, 2024. Susan Pominville supported, and a quorum of the board unanimously approved.
2. Lyn Hewitt moved to approve the library director working with Great Start Livingston to install a frame for the downtown story walks. Susan Pominville supported, and a quorum of the board unanimously approved.

DISCUSSION

3. The president of the board of trustees, Kathryn Tuck, will send each trustee a link to the library director's annual performance appraisal and a timeline for completing the evaluation.
4. Director Lamb advised that she had completed an extensive RFP for strategic planning and sent it to multiple consulting firms the last week of March. There was a discussion concerning the selection process.

COMMENTS & CONCERNS OF BOARD MEMBERS

Kathryn Tuck lavished praise on our YS Department since it was recently recognized as a Champion for Children by the LACASA Center's Child Abuse Prevention (CAP) Council and Great Start Livingston. Trustee Maria Stuart made the nomination. Holly Ward Lamb reminded the board that the architects are returning to the library tomorrow to discuss renovating and upgrading the ramp and front steps. Lyn Hewitt advised she is not available to attend the regularly scheduled board meeting on May 14, 2024.

Susan Pominville moved to adjourn the meeting at 7:35 pm. Lyn Hewitt supported, and a quorum of the board unanimously approved.

Kathleen Murray, Recording Secretary