

**HOWELL CARNEGIE DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
Minutes of May 14, 2024**

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

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

Members present: Jennifer Earl, Bob Ellis, Tony Kandt, Susan Pominville, Maria Stuart, and Kathryn Tuck. Library Director Holly Ward Lamb, Head of Youth Services Janice Heilman, Head of Reference Jessica Byrns, and Circulation Supervisor Amy Wright were also present, as were three members of the public.

Member(s) absent: Lyn Hewitt.

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

IN-SERVICE TRAINING

Holly Ward Lamb led the board through a review of the drafted budget for the fiscal year 2024-2025. Janice Heilman, Jessica Byrns, and Amy Wright departed the meeting at 7:23 pm.

Bob Ellis moved to approve the consent agenda as presented, including A, Minutes from April 9, 2024, and B, Bills and Payrolls. Susan Pominville supported, and a quorum of the board unanimously approved.

Comment from the Public: Jacob Schlittler noted that, based on the librarian's report in the packet, Director Holly Ward Lamb is attending the Planning Commission meeting on Wednesday, May 15. He wondered if she would be appearing in her official capacity with the library or as a citizen of the City of Howell.

President Kathryn Tuck reported that she participated in MLA day and enjoyed good conversations all day, including one with team members for Representative Bob Bezotte. They indicated they are confident we can move along with plans to allow remote access for board members and trustees.

The treasurer's report is included as part of the board packet. Treasurer Bob Ellis briefly reviewed the report with the board. Susan Pominville moved to accept the Treasurer's Report as presented. Bob Ellis supported, and a quorum of the board unanimously approved.

The Nominating and Recruiting Committee met in April and discussed the slate of officers for FY 2024-2025:

- President, Lyn Hewitt
- Vice President, Susan Pominville (pending reappointment by the Howell Board of Education)
- Secretary, Jen Earl
- Treasurer, Bob Ellis

Holly Ward Lamb recounted the discussion at the committee meeting about how to make openings on our board more widely known and what it means to be a library trustee. She reminded the board that the Howell Public School Board is responsible for appointing four library trustees, and she read the statement about applying to become a library trustee that was included in Superintendent Erin MacGregor's weekly email message for Howell Public Schools. She stated we will not know whether or not Susan Pominville will be reappointed to the library board until the June school board meeting.

Holly Ward Lamb reminded the board that library trustees have a duty of loyalty to the library. She will contact library attorney Anne Seuryneck and attempt to arrange a presentation on district library law, loyalty of duty, and how district libraries are formed for our July board meeting. She stated her intention to invite members of the Howell City Council, the City Manager, the Howell Public School Board, and the superintendent to attend that presentation at our July meeting.

In addition to her written report, **Director Holly Ward Lamb** provided updates on selecting a strategic planning consultant and noted that we are on track with her timeline for this process. She stated she is still working with the library attorneys to appeal the library lot's tax status. As noted in her written report, she reminded the trustees she is attending the Planning Commission Meeting as library director and shared her proposed comments to the commission with the library trustees.

The board president recognized Jacob Schlittler outside of the time for public comment. Mr. Schlittler stated that Bob Ellis has a conflict with voting on this issue since he also sits on the planning commission. When advised that no vote was taking place, Mr. Schlittler stated that Bob Ellis should not be allowed to discuss this topic.

Director Lamb asked the board to comment on the statement she planned to make to the Planning Commission, and a discussion ensued.

Jennifer Earl wondered if the library should reconsider how we use the lot. Director Lamb reminded the board that the City refrained from responding to our lease proposal. If a dialogue existed, we would participate, putting what is best for the library and the community at the forefront. She gave a short historical perspective about the fiscal conservativeness of prior library trustees. She stated that completing the strategic planning process will provide a better idea of the best usage of the library lot as part of a larger plan going forward. Bob Ellis suggested one of the strategic plan's goals should be what to do with that lot.

ACTION ITEMS

OLD BUSINESS:

None.

NEW BUSINESS:

None.

DISCUSSION

- The board reviewed the form and process for its self-evaluation.
- Director Lamb and the library trustees reviewed her goals for May 2024 through April 2025.

Holly Ward Lamb requested a closed session to discuss her annual performance evaluation. Tony Kandt moved the board to enter a closed session to discuss the review of Library Director Holly Ward Lamb. Jennifer Earl supported, and a roll call vote was conducted. Tony Kandt, yes. Bob Ellis, yes. Susan Pominville, yes. Maria Stuart, yes. Jennifer Earl, yes. Kathryn Tuck, yes. Motion carried.

Bob Ellis moved to reopen the regular meeting of the Howell Carnegie District Library board of trustees. Susan Pominville supported, and a quorum of the board unanimously approved.

Bob Ellis moved to accept Director Holly Ward Lamb's performance evaluation for 2023-2024. Jennifer Earl supported, and a quorum of the board unanimously approved.

COMMENTS & CONCERNS OF BOARD MEMBERS

Board members Tony Kandt, Maria Stuart, and Jennifer Earl shared positive events happening in their lives, as did Library Director Holly Ward Lamb.

Bob Ellis moved to adjourn the meeting at 8:39 pm. Susan Pominville supported, and a quorum of the board unanimously approved.

Kathleen Murray, Recording Secretary