

**HOWELL CARNEGIE DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
Minutes of September 9, 2025**

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. Susan Pominville seconded, and a quorum of the board unanimously approved.

Members present: Jennifer Earl, Bob Ellis, Susan Pominville, Jacob Schlittler, Maria Stuart, Kathryn Tuck, and Heather White. Library Director Holly Ward Lamb was also present. Four members of the public were in attendance.

Member(s) absent: None.

IN-SERVICE TRAINING

Interim Executive Director of Michigan Library Association, Dillon Geshel, discussed MI Right to Read, an initiative of MLA.

Bob Ellis moved to accept the consent agenda as presented, including **a) Minutes of August 12, 2025; b) Bills & Payrolls, including the payment register dated 8/01/25 through 8/31/25 for the amount of \$286,635.28; c) Resolutions: 25-18** to amend 2025-2026 budget; **25-19** authorizing library director approve expenditures up to \$15,000; **25-20** corrected resolution to authorize operating millage for 2025; **d) Use of Library Grounds Request; e) Approval of Policy; f) Update Library Closings 2025**. Jacob Schlittler seconded, and the board was polled. All board members approved.

Comments from the Public: None.

President Kathryn Tuck reported on her meeting with the president of the Howell Public Schools Board of Education. Ideas and suggestions were proposed, and we will implement those that are relevant and good for the library. She also shared her attendance at a recent library program and the several compliments she has received regarding the library.

The treasurer's report is part of the library board packet. Treasurer Bob Ellis briefly reviewed the report with the board. Since no action is required, the report is filed.

Holly Ward Lamb presented an oral report from the **policy committee** meeting on September 9, 2025, during her report. The policy was approved by the board with changes made during the committee meeting.

In addition to her written report, Director Holly Ward Lamb stated that an opportunity has presented itself to sit on a panel for discussion at next year's PLA conference in Minneapolis.

ACTION ITEMS

UNFINISHED BUSINESS: None

NEW BUSINESS:

- Director Lamb provided an update on the Steps and Ramp Improvement Project and requested approval of several purchase agreements.
- Bob Ellis moved to approve a purchase agreement with CCI up to \$102,870.25 for retaining wall repairs, additional handrail expenses, and temporary handrails, with the proviso that if the library director can negotiate a lower cost, she is authorized to do so. Jen Earl seconded, and a quorum of the board unanimously approved.
- Jacob Schlittler moved to approve a purchase agreement with Dee Cramer for \$13,241.81 for the replacement of a compressor. Jen Earl seconded, and a quorum of the board unanimously approved.
- Bob Ellis moved to approve a purchase agreement with Leppek for snow removal services, commencing on November 1, 2025, and continuing through October 31, 2028. Susan Pominville seconded, and a quorum of the board unanimously approved.

DISCUSSION

- The Livingston County Trustees & Directors Meeting is on Wednesday, October 1, 2025, 6-8 pm at the Fowlerville District Library. The availability of State Librarian Randy Riley to present at the meeting is questionable. Director Lamb will keep the board apprised of developments.
- Director Lamb spotlighted our puzzle and game collection for the benefit of library trustees.

COMMENTS & CONCERNS OF BOARD MEMBERS

Jacob Schlittler commented positively on the Friends of the Library distributing free books at the Howell Farmers Market last Sunday. Also, he advised that there is a Q&A on Brownfield Redevelopment of contaminated and obsolete sites at 2:00 pm at City Hall if anyone is interested in attending. He also mentioned that a large amount of concrete had been dumped on the library's vacant property, and made suggestions for having it removed.

Bob Ellis noted the Rotary Spelling Bee next Thursday and suggested the library form a three-person team.

Without objection, President Kathryn Tuck adjourned the meeting at 8:19 pm.

Kathleen Murray, Recording Secretary